



REGULAR MEETING

EXECUTIVE/ADMINISTRATION COMMITTEE

Main Office

818 West 7th Street
12th Floor
Los Angeles, California
90017-3435
t (213) 236-1800
f (213) 236-1825
www.scag.ca.gov

Officers

President
Michele Martinez, Santa Ana

First Vice President
Margaret E. Finlay, Duarte

Second Vice President
Alan Wapner, Ontario

Immediate Past President
Cheryl Viegas-Walker, El Centro

Executive/Administration Committee Chair

Michele Martinez, Santa Ana

Policy Committee Chairs

Community, Economic and
Human Development
Bill Jahn, Big Bear Lake

Energy & Environment
Carmen Ramirez, Oxnard

Transportation
Barbara Messina, Alhambra

Please Note Time
Thursday, June 2, 2016
9:00 a.m. – 10:30 a.m.

SCAG Main Office
818 W. 7th Street, 12th Floor
Board Room
Los Angeles, CA 90017
(213) 236-1800

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Tess Rey-Chaput at (213) 236-1908 or via email at REY@scag.ca.gov. Agendas & Minutes for the EAC are also available at: <http://www.scag.ca.gov/committees/Pages/default.aspx>

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 236-1908. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.

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Executive/Administration Committee

Members – June 2016

| | | | | |
|----------------------------------|-----|------------------------------|---|-------------------|
| Chair | 1. | Hon. Michele Martinez | <i>Santa Ana</i> | District 16 |
| 1st Vice-Chair | 2. | Hon. Margaret E. Finlay | <i>Duarte</i> | District 35 |
| 2nd Vice-Chair | 3. | Hon. Alan Wapner | <i>Ontario</i> | SANBAG |
| Imm. Past Pres. | 4. | Hon. Cheryl Viegas-Walker | <i>El Centro</i> | District 1 |
| TC Chair | 5. | Hon. Barbara Messina | <i>Alhambra</i> | District 34 |
| TC Vice Chair | 6. | Hon. Karen Spiegel | <i>Corona</i> | District 63 |
| CEHD Chair | 7. | Hon. Bill Jahn | <i>Big Bear Lake</i> | District 11 |
| CEHD Vice Chair | 8. | Hon. Larry McCallon | <i>Highland</i> | District 7 |
| EEC Chair | 9. | Hon. Carmen Ramirez | <i>Oxnard</i> | District 45 |
| EEC Vice Chair | 10. | Hon. Ross Chun | <i>Aliso Viejo</i> | TCA |
| LCMC Chair | 11. | Hon. Pam O'Connor | <i>Santa Monica</i> | District 41 |
| LCMC Vice Chair | 12. | Hon. Clint Lorimore | <i>Eastvale</i> | District 4 |
| | 13. | Hon. Jan Harnik | <i>Palm Desert</i> | RCTC |
| | 14. | Hon. Ali Saleh | <i>Bell</i> | District 27 |
| | 15. | Hon. Rex Richardson | <i>Long Beach</i> | District 29 |
| | 16. | Hon. Joe Buscaino | <i>Los Angeles</i> | District 62 |
| | 17. | Hon. Mary "Maxine" Resvaloso | <i>Torres-Martinez, Desert Cahuilla Indians</i> | Tribal Gov. Rep. |
| | 18. | Mr. Randall Lewis | <i>Lewis Group of Companies</i> | Ex-Officio Member |

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

JUNE 2, 2016

The Executive/Administration Committee (EAC) may consider and act upon any of the items listed on the agenda regardless of whether they are listed as information or action items.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Michele Martinez, Chair)

PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Committee, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker provided that the Chair has the discretion to reduce this time limit based upon the number of speakers. The Chair may limit the total time for all public comments to twenty (20) minutes.

CLOSED SESSION ITEMS

- Pursuant to California Government Code Section 54957
Public Employee Performance Evaluation
Title: Executive Director
- Pursuant to California Government Code Section 54957.6
Conference with Labor Negotiators – Agency Designated Representatives:
Hon. Michele Martinez, President; Hon. Cheryl Viegas-Walker, Immediate Past President;
and Joseph Silvey, General Counsel
Unrepresented Employee: Executive Director

REVIEW AND PRIORITIZE AGENDA ITEMS

OPEN SESSION ITEMS

ACTION/DISCUSSION ITEM

Page No.

1. Proposed Changes to the Executive Director’s Employment Agreement and Approval of the Fiscal Year 2016-17 Work Plan
(Joseph Silvey, General Counsel) Attachment 1

Recommended Actions: 1) Approve Fiscal Year 2016-2017 Work Plan for the Executive Director; and 2) Recommend that the RC direct Legal Counsel to prepare an amendment to the Executive Director’s Employment Agreement that: (a) includes the 2016-2017 Work Plan; (b) increases the term of the Employment Agreement by one year based upon the results of the Executive Director’s annual Performance Evaluation; and (c) updates the Employment Agreement to reflect the Executive Director’s current base salary.

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

JUNE 2, 2016

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

- Affordable Housing & Sustainable Communities (AHSC) Program – Update
- 27th Annual Demographic Workshop – June 13, 2016

PRESIDENT'S REPORT

- Executive/Administration Committee (EAC) Retreat – Santa Ana, June 9 – 10, 2016
- Go Human Campaign at Westminster, May 21, 2016 – Recap

CONSENT CALENDAR

Page No.

Approval Items

- | | | |
|---|-------------------|-----------|
| 2. <u>Minutes of the Meeting, April 7, 2016</u> | Attachment | 6 |
| 3. <u>Minutes of the Special Meeting, May 16, 2016</u> | Attachment | 12 |
| 4. <u>Legal Services</u> | Attachment | 14 |
| 5. <u>2017 Active Transportation Program Regional Guidelines</u> | Attachment | 16 |
| 6. <u>Contracts \$200,000 or Greater: Contract No. 16-040A, Information Technology (IT) Technical Project Resources</u> | Attachment | 27 |
| 7. <u>Contracts \$200,000 or Greater: Contract No. 16-008-C1, Los Angeles River Bikeway Study</u> | Attachment | 32 |
| 8. <u>Contracts \$200,000 or Greater: Contract No. 17-001-SSG1, Burke, Williams & Sorensen, LLP</u> | Attachment | 45 |
| 9. <u>AB 2475 (Gordon) – California Infrastructure and Economic Development Bank: Affordable Housing - SUPPORT</u> | Attachment | 49 |
| 10. <u>AB 2742 (Nazarian) – Transportation Project P3s: Comprehensive Development Lease Agreements - SUPPORT</u> | Attachment | 52 |

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

JUNE 2, 2016

CONSENT CALENDAR – continued

Page No.

- | | | |
|---|-------------------|-----------|
| 11. <u>SB 885 (Wolk) – Construction Contracts: indemnity - OPPOSE</u> | Attachment | 55 |
| 12. <u>SJR 22 (Hueso) – Calexico West Land Port of Entry Project: Funding - SUPPORT</u> | Attachment | 58 |
| 13. <u>SCAG Memberships & Sponsorship</u> | Attachment | 60 |

Receive and File

- | | | |
|---|---|-----------|
| 14. <u>Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000</u> | Attachment | 66 |
| 15. <u>Cap-and-Trade/Greenhouse Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Update</u> | Attachment | 72 |
| 16. <u>June State and Federal Legislative Update</u> | To be distributed under separate cover | |

CFO MONTHLY REPORT (*Basil Panas, Chief Financial Officer*)

Attachment **77**

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

ADJOURNMENT

The next regular meeting of the EAC is scheduled for Thursday, July 7, 2016 at the SCAG Los Angeles Office.

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Hon. Michele Martinez, President
Hon. Cheryl Viegas-Walker, Immediate Past President
Joseph Silvey, General Counsel

SUBJECT: Proposed Changes to Executive Director's Employment Agreement and Approval of the Fiscal Year 2016-17 Work Plan

RECOMMENDED ACTIONS FOR EAC:

1) Approve Fiscal Year 2016-2017 Work Plan for the Executive Director; and 2) Recommend that the RC direct Legal Counsel to prepare an amendment to the Executive Director's Employment Agreement that: (a) includes the 2016-2017 Work Plan; (b) increases the term of the Employment Agreement by one year based upon the results of the Executive Director's annual Performance Evaluation; and (c) updates the Employment Agreement to reflect the Executive Director's current base salary.

RECOMMENDED ACTIONS FOR RC:

1) Ratify Fiscal Year 2016-2017 Work Plan for the Executive Director as approved by the EAC; 2) Direct Legal Counsel to prepare an amendment to the Executive Director's Employment Agreement containing those modifications recommended by the EAC; and 3) Authorize the President to execute, on behalf of SCAG, an amendment to the Executive Director's Employment Agreement incorporating the changes and additions discussed herein.

EXECUTIVE SUMMARY

The Executive Director's Work Plan for Fiscal Year 2016-2017 has been prepared in accordance with past guidance offered by the EAC and focuses on the Strategic Plan Goals of SCAG. A copy of the Work Plan is attached. If approved by the EAC and ratified by the RC, the Work Plan will be included as an attachment to the Executive Director's Employment Agreement.

The Executive Director's Employment Agreement should be revised to reflect his current base compensation, which was adjusted in 2015 at the same time as merit increases were considered for all SCAG staff. The Executive Director's Employment Agreement should also be adjusted to include a one year term increase as a result of the Performance Evaluation score achieved by the Executive Director.

At its April 7, 2016 meeting, the EAC appointed then President Cheryl Viegas-Walker and then First Vice President Michele Martinez and General Counsel Joseph Silvey to serve as negotiators in considering possible changes to the Employment Agreement of the Executive Director, Hasan Ikhata. In our role as the EAC's appointed negotiators, we reviewed internal, external and historical data relevant to the Executive Director's compensation and benefits and thereafter discussed possible changes to the Employment Agreement amongst themselves and with the Executive Director. These discussions are ongoing.

REPORT

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan; Goal 5: Optimize Organizational Efficiency and Cultivate Engaged Workforce; Objective d: Define the roles and responsibilities at all levels of the organization.

BACKGROUND:

2016-2017 Work Plan: The SCAG Bylaws require the annual preparation of a Work Plan for the Executive Director. The Executive Director has proposed a Work Plan for Fiscal Year 2016-2017 (see Attachment) and has structured the Work Plan to focus on the Strategic Plan Goals of SCAG. The proposed Work Plan is presented for consideration and approval by the EAC and subsequent ratification by the RC.

Employment Agreement Term Extension of One Year: The Executive Director's Employment Agreement [Section 2.01] specifies that the term of the Agreement shall be increased by one year if the Executive Director achieves a total average performance evaluation score of 4.00 or higher. The Executive Director's performance evaluation score exceeded this identified goal thereby requiring a one year extension in the term of his Employment Agreement.

Update to Include Current Base Salary: Under the terms of the Employment Agreement [Section 3.03], the Executive Director is eligible for a bonus, merit or cost of living adjustment to his compensation if all SCAG staff is so eligible. Any adjustment to the compensation of the Executive Director must be determined in a manner that is consistent with any compensation adjustment available to SCAG staff. SCAG staff was eligible for a merit compensation adjustment in the last quarter of calendar year 2015, and the Executive Director received a merit compensation adjustment at that time. The new base salary amount of \$325,751.30 should be included in the Employment Agreement.

The RC is asked to consider any of the above changes that are recommended by the EAC after the EAC reviews the changes at its meeting on June 2.

FISCAL IMPACT:

Work associated with this matter is paid from the SCAG General Fund, 13-800.SCG0160.01.

ATTACHMENT:

Executive Director, Fiscal Year 2016-2017 Work Plan

Fiscal Year 2016-2017 Work Plan for Hasan Ikhata

Work Plan Objectives to further the achievement of SCAG's Goals as shown below.

SCAG Goal 1

Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Ikhata Objectives:

- a. Work with local, state and federal partners and stakeholders to implement and monitor progress of the adopted 2016-2040 Regional Transportation Plan Sustainable Communities Strategy (RTP/SCS) and vigorously defend CEQA lawsuit by the City of El Segundo challenging the RTP/SCS and PEIR.
- b. Host Annual Economic Summit with increased focus on communicating and implementing best practices.
- c. Host Housing Summit to increase regional discourse on the housing affordability crisis.
- d. Work with local Air Districts and the Air Resources Board to develop air quality management plans to meet state and federal air quality standards.
- e. Adopt and secure Federal certification of the 2017 Federal Transportation Improvement Program (FTIP).
- f. Continue supporting SCAG's Sustainability Program projects and other outreach and public involvement programs for implementing strategies of the 2016 RTP/SCS.
- g. Lead the regional project selection process for Cycle 3 of the California Active Transportation Program (ATP).
- h. Continue to partner with County Transportation Commissions to implement strategies of the 2016 RTP/SCS through joint work program activities.
- i. Continue implementation of the *Go Human* Regional Active Transportation Safety and Encouragement Campaign.
- j. Prepare and lay foundation to establish a shared vision for the development of the 2020 RTP/SCS and Regional Housing Needs Assessment (RHNA).

REPORT

SCAG Goal 2

Obtain Regional Transportation Infrastructure and Sustainability Funding and Promote Legislative Solutions for Regional Planning Priorities.

Ikh rata Objectives:

- a. Increase advocacy efforts at the state and federal level to implement board-adopted legislative priorities.
- b. Continue advocating for the SCAG region to receive equitable share of additional state and federal revenues for the region including access to innovative financing opportunities.
- c. Continue to work with the California High-Speed Rail Authority; County Transportation Commissions; and Metrolink to secure funding and advance planning and project development for the Southern California High-Speed Rail MOU projects.

SCAG Goal 3

Enhance the Agency's Long Term Financial Stability and Fiscal Management.

Ikh rata Objectives:

- a. Continue advocating for and seeking out additional funding sources for SCAG as an agency.
- b. Continue efforts to enhance business resumption and disaster recovery preparedness.

SCAG Goal 4

Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

Ikh rata Objectives:

- a. Develop, maintain and promote the utilization of state of the art models, information systems and communication technologies.
- b. Build on state of the art forecasting, methodology and data/statistics support such that the regional growth estimates and forecasts are technically-sound and meet the Best Practices of Metropolitan Planning Organization general forecasting practices.

- c. Continue to enhance the Active Transportation Database.
- d. Continue to enhance the SCAG Geographic Information Services Program to better serve SCAG member cities and their participation in regional planning.
- e. Continue to enhance SCAG's acquisition, management, and analyses of Goods Movement data and demonstrate leadership in Best Practices amongst Metropolitan Planning Organizations.

SCAG Goal 5

Optimize Organizational Efficiency and Cultivate an Engaged Workforce.

Ikhata Objectives:

- a. Seek out opportunities to develop executive team members and reduce frequency and number of meetings and engagements of the Executive Director.
- b. Provide opportunities for informal and formal methods that enhance team-building, camaraderie and relationships.
- c. Invest in employee development and wellness by continuing to encourage and fund employee training, development, tuition reimbursement and wellness programs agency-wide.
- d. Continue to market evaluation of downtown Los Angeles real estate options for potential main office relocation prior to lease expiration in December 2019.
- e. Implement best practices in operating the agency and its resources in an environmentally sustainable way.

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**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MINUTES OF THE MEETING
THURSDAY, APRIL 7, 2016**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC). AN AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE AT SCAG, 818 W. 7TH STREET, 12TH FLOOR, LOS ANGELES, CA 90017.

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its meeting at the SCAG Los Angeles office. There was a quorum.

Members Present

| | | |
|---|---------------------------------|-------------------|
| Hon. Cheryl Viegas-Walker, <i>Chair</i> | <i>El Centro</i> | District 1 |
| Hon. Michele Martinez, <i>1st Vice Chair</i> | <i>Santa Ana</i> | District 16 |
| Hon. Margaret E. Finlay, <i>2nd Vice Chair</i> | <i>Duarte</i> | District 35 |
| Hon. Carl Morehouse, <i>Immediate Past President</i> | <i>San Buenaventura</i> | District 47 |
| Hon. Larry McCallon, <i>Vice Chair, CEHD</i> | <i>Highland</i> | District 7 |
| Hon. Alan Wapner, <i>Chair, TC</i> | <i>Ontario</i> | SANBAG |
| Hon. Barbara Messina, <i>Vice Chair, TC</i> | <i>Alhambra</i> | District 34 |
| Hon. Kris Murray, <i>Vice Chair, LCMC</i> | <i>Anaheim</i> | District 19 |
| Hon. Carmen Ramirez, <i>Vice Chair, EEC</i> | <i>Oxnard</i> | District 45 |
| Hon. Joe Buscaino | <i>Los Angeles</i> | District 62 |
| Mr. Randall Lewis | <i>Lewis Group of Companies</i> | Ex-Officio Member |
| Hon. Clint Lorimore | <i>Eastvale</i> | District 4 |

Members Not Present

| | | |
|---|--|---------------------|
| Hon. Bill Jahn, <i>Chair, CEHD</i> | <i>Big Bear Lake</i> | District 11 |
| Hon. Pam O'Connor, <i>Chair, LCMC</i> | <i>Santa Monica</i> | District 41 |
| Hon. Gregory Pettis | <i>Cathedral City</i> | District 2 |
| Hon. Mary "Maxine" Resvaloso | <i>Torres-Martinez Desert Cahuilla Indians</i> | Tribal Nations Rep. |
| Hon. Rex Richardson | <i>Long Beach</i> | District 29 |
| Hon. Deborah Robertson, <i>Chair, EEC</i> | <i>Rialto</i> | District 8 |

Staff Present

Hasan Ikhata, Executive Director
Darin Chidsey, Director, Strategy, Policy and Public Affairs
Basil Panas, Chief Financial Officer
Joe Silvey, General Counsel
Joann Africa, Chief Counsel
Huasha Liu, Director, Land Use and Environmental Planning
Naresh Amatya, Director, Transportation Planning
Tess Rey-Chaput, Office of Regional Council Support
Carmen Summers, Sr. Administrative Assistant



CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Cheryl Viegas-Walker called the meeting to order at 9:06 a.m. and asked Mr. Randall Lewis to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There were no public comment cards received.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of agenda items.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, provided a preview of the Regional Council's consideration of adoption of the 2016 -2014 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS). He also noted that there were several comment letters submitted yesterday to the Regional Council that staff has reviewed and will provide information on at the Regional Council meeting being held later today.

Mr. Ikhata provided an update on the Affordable Housing Sustainable Communities (AHSC) Program. He reported that 36 Cap-and-Trade applications with projects totaling \$310 million dollars were received. He noted that the applicants and project information is confidential.

Mr. Ikhata also provided an update on the State High-Speed Rail Hearing and Draft Business Plan. He expressed appreciation to the CHSR officials, Dan Richard, Chairman; and Jeff Morales, CEO; and Secretary Brian Kelley of the California State Transportation Agency for their efforts in moving forward on fulfilling the \$1 billion commitment in the MOU. Mr. Ikhata commented that SCAG staff will continue to work with SCAG's partners and stakeholders to identify and refine the MOU project list.

Additional highlights can be found in the Executive Director's Monthly Report previously distributed.

PRESIDENT'S REPORT

Chair Cheryl Viegas-Walker reported on the SCAG Delegation Leadership Conference in Sacramento which was attended with over 21 elected officials and partners from the Southern California region. She noted that local leaders met with state legislators on regional priorities most impactful to Southern California. Chair Viegas-Walker thanked SCAG staff for their efforts in providing helpful briefing material and organizing the successful event.

Chair Viegas-Walker commented that she attended the 2016 California Association of Councils of Government (CALCOG) Regional Leadership Forum on March 30, 2016. She announced that Hon. Pam O' Connor is the First Vice-President of the CALCOG Executive Committee.

Chair Viegas-Walker acknowledged Sarah Jepson, SCAG staff, for her presentation regarding the *Go Human* Campaign.

Chair Viegas-Walker also acknowledged Kimberly Clark, SCAG staff, for her efforts and participation in the Imperial County Valley tour, as well as for attending the Environmental Justice Advisory Committee meeting.

Chair Viegas-Walker reported that she provided a testimony on April 4, 2016 in support of AB 2170 before the Assembly Transportation Committee in Sacramento. She expressed appreciation to Darin Chidsey, Director of Strategy, Policy and Public Affairs and for Jeff Dunn, SCAG staff, for assistance in preparing her for the hearing.

CONSENT CALENDAR

Approval Items

1. Minutes of the March 3, 2016 Regular Meeting
2. Contracts \$200,000 or Greater: Contract No. 16-013-C1, Customer Based Ridesharing and Transit Interconnectivity Study
3. Contract Amendment that exceeds 30% of the contract's original value : Contract No. 15-034-C1, to provide additional services Active Transportation Safety and Encouragement Campaign (Tactical Urbanism)
4. Contract Amendment that exceeds 30% of the contract's original value : Contract No. 15-004-C1, to provide additional services for 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) Program Environmental Impact Report (PEIR)
5. Resolution No. 16-578-3 for the United States Department of Energy (DOE) Office of Energy Efficiency and Renewable Energy (EERE) Clean Cities Outreach, Education, and Performance Tracking Grant
7. SCAG Sponsorships
8. SCAG Conflict of Interest Code
9. AB 1780 (Medina) – Trade Corridor Improvement Fund (TCIF)
10. AB 1813 (Frazier) – High Speed Rail Authority: Membership
11. AB 2452 (Quirk) – California Environmental Quality Act

Receive and File

- 12. April 2016 State and Federal Legislative Update
- 13. Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000
- 14. Save the Date: The 27th Annual SCAG/USC Demographic Workshop – June 13, 2016
- 15. SCAG Housing Summit, October 11, 2016
- 16. Cap-and-Trade Green House Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Concept Application Review

A MOTION was made (Finlay) to approve the Consent Calendar, Item Nos. 1-16, except for Item No. 6. Motion was SECONDED (McCallon) and passed by the following votes:

FOR: Viegas-Walker, Finlay, Lorimore, McCallon, Messina, Morehouse, Murray, Ramirez, and Wapner (9).

AGAINST: None (0).

ABSTAIN: None (0).

PULLED AGENDA ITEM NO. 6

Chair Viegas-Walker reported that Agenda Item No. 6 will be pulled.

- 6. Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

A MOTION was made (Finlay) to approve Agenda Item No. 6. Motion was SECONDED (Morehouse) and passed by the following votes:

FOR: Viegas-Walker, Finlay, Lorimore, McCallon, Messina, Morehouse, Murray, and Ramirez (8).

AGAINST: None (0).

ABSTAIN: Wapner (1).



ACTION/DISCUSSION ITEMS

7. Designation of Representatives to Assist with Negotiation of Executive Director's Employment Agreement

Joe Silvey, General Counsel, asked the EAC to designate representatives of the EAC in connection with negotiations regarding possible changes to the Employment Agreement of the Executive Director.

A MOTION was made (Morehouse) to approve staff's recommendation. Motion was SECONDED (McCallon) and passed by the following votes:

FOR: Viegas-Walker, Martinez, Finlay, Buscaino, Lorimore, McCallon, Messina, Morehouse, Murray, Ramirez, and Wapner (11).

AGAINST: None (0).

ABSTAIN: None (0).

CFO MONTHLY REPORT

Basil Panas, Chief Financial Officer, reported on the monthly financial report.

Hasan Ikhata, Executive Director, noted that he would be communicating directly with certain agencies to discuss their subrecipient status as it relates to specific audit findings. In addition, the findings will be reported to the Audit Committee and forward to the EAC and RC for review.

FUTURE AGENDA ITEM/S

There were no future agenda items requested.

ANNOUNCEMENT

There were no announcements given.

ADJOURNMENT

There being no further business, Chair Viegas-Walker adjourned the meeting at 9:43 a.m. The next regular meeting of the EAC is scheduled for Thursday, June 2, 2016 at the SCAG Los Angeles Office.

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

| | Members | Representing | X = County Represented | | | | | | 2015 | 2016 | | | | |
|---------------|--------------------------------------|---|------------------------|----|----|----|----|-----------|-----------|-----------|-----|-----|-----|-----|
| | | | IC | LA | OC | RC | SB | VC | DEC | JAN | FEB | MAR | APR | MAY |
| 1 | Walker-Viegas, Cheryl, President | El Centro, District 1 | X | | | | | | X | X | X | X | X | |
| 2 | Martinez, Michele, 1st VP | Santa Ana, District 16 | | | X | | | | X | X | X | X | X | |
| 3 | Finlay, Margaret, 2nd VP | Duarte, District 35 | | X | | | | | X | X | X | X | X | |
| 4 | Morehouse, Carl, Imm. Past President | San Buenaventura, District 47 | | | | | | X | X | X | X | X | X | |
| 5 | Buscaino, Joe | Los Angeles, District 62 | | X | | | | | X | | X | X | X | |
| 6 | Jahn, Bill | Big Bear Lake, District 11 | | | | | X | | X | | X | X | | |
| 7 | Lewis, Randall, Ex Officio | Lewis Op. Corp., Ex-Officio | | | | | | | X | X | | | X | |
| 8 | Lorimore, Clint | Eastvale, District 4 | | | | X | | | X | X | X | X | X | |
| 9 | McCallon, Larry | Highland, District 7 | | | | | X | | X | X | X | X | X | |
| 10 | Messina, Barbara | Alhambra, District 34 | | X | | | | | X | X | X | X | X | |
| 11 | Murray, Kris | Anaheim, District 19 | | | X | | | | | | X | X | X | |
| 12 | O'Connor, Pam | Santa Monica, District 41 | | X | | | | | | X | | | | |
| 13 | Pettis, Gregory | Cathedral City, District 2 | | | | X | | | X | X | X | | | |
| 14 | Ramirez, Carmen | Oxnard, District 45 | | | | | | X | X | X | X | | X | |
| 15 | Resvaloso, Mary "Maxine | Torres-Martinez Desert Cahuilla Indians | | | | X | | | | | | | | |
| 16 | Rex Richardson | Long Beach, District 29 | | X | | | | | | X | X | X | | |
| 17 | Robertson, Deborah | Rialto, District 8 | | | | | X | | | | X | X | | |
| 18 | Wapner, Alan | SANBAG | | | | | X | | X | X | X | X | X | |
| TOTAL: | | | | | | | | 13 | 13 | 15 | | | | |



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MINUTES OF THE SPECIAL MEETING
THURSDAY, MAY 16, 2016

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC).

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its Special Meeting – Closed Session at the SCAG Los Angeles office. There was a quorum.

Members Present

Table with 3 columns: Member Name, City, and District. Includes members like Michele Martinez (Santa Ana, District 16), Cheryl Viegas-Walker (El Centro, District 1), Bill Jahn (Big Bear Lake, District 11), etc.

Members Not Present

Table with 3 columns: Member Name, City, and District. Includes members like Margaret E. Finlay (Duarte, District 35), Alan Wapner (Ontario, SANBAG), Ross Chun (Aliso Viejo, TCA), etc.

CALL TO ORDER

Chair Michele Martinez called the meeting to order at 10:00 a.m.

PUBLIC COMMENT PERIOD

There were no public comments.



ACTION/DISCUSSION ITEM – CLOSED SESSION

- Conference with Legal Counsel – Existing Litigation
Pursuant to California Government Code Section 54956.9 (a)
City of El Segundo v. SCAG et al., Los Angeles County Superior Court Case No. BS162452

Joe Silvey, General Counsel, announced that the EAC would go into Closed Session in accordance with Government Code Section 54956.9(a) for discussions with legal counsel concerning existing litigation in the matter of City of El Segundo v. SCAG et al., Los Angeles Superior Court Case No. BS162452.

When the EAC returned from Closed Session, Joe Silvey, General Counsel, announced that the EAC, acting on behalf of the Regional Council, by a unanimous vote of those present had authorized staff to defend SCAG and the Regional Council in the subject litigation and to hire outside counsel in connection with the litigation.

ADJOURNMENT

There being no further business, Chair Martinez adjourned the meeting at approximately 10:42 a.m.

DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Joann Africa, Chief Counsel/Director of Legal Services, 213-236-1928, africa@scag.ca.gov

SUBJECT: Legal Services

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve renewal of legal services contract with PC Law Group for Fiscal Year 2016-2017 in the total amount of \$100,000.

EXECUTIVE SUMMARY:

Staff seeks to renew the contract of PC Law Group for the next fiscal year for \$100,000 to provide outside legal counsel services, including assistance regarding the defense of SCAG in the pending lawsuit brought by the City of El Segundo regarding the 2016 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and associated Program Environmental Impact Report (PEIR). Specifically, Patricia Chen will continue to serve as Special Counsel to SCAG in assist on this litigation matter.

STRATEGIC PLAN:

This item supports Goal 1 (Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies) of the Strategic Plan.

BACKGROUND:

On May 5, 2016, the City of El Segundo filed a Petition for Writ of Mandate challenging SCAG's certification of the PEIR for the 2016 RTP/SCS (*City of El Segundo v. SCAG*, Los Angeles Superior Court Case No. BS 162452). SCAG was served with the Petition on May 12, 2016.

The Regional Council has previously authorized the retention of PC Law Group. In particular, Patricia Chen of PC Law Group has served as Special Counsel to SCAG, and has provided legal services to the agency for several years on matters related to the RTP/SCS; the PEIR; and the Regional Housing Needs Assessment. More recently, Ms. Chen was part of the team who developed the PEIR of the 2016 RTP/SCS and therefore, has great familiarity with the PEIR issues being challenged by El Segundo. Staff seeks to renew the contract of PC Law Group for FY 2016-17 in the total amount of \$100,000 for outside counsel legal services, which would include services related to the defense of SCAG with respect to the El Segundo litigation on an as-needed basis, as determined by the Chief



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Counsel. The \$100,000 is covered by the Legal Department's Indirect Cost Budget for FY 2016-17. As part of the renewal, Ms. Chen will maintain her current hourly rate of \$325 per hour.

FISCAL IMPACT:

Funding for the renewal of the PC Law Group contract will be allocated from the Legal Department's Indirect Cost budget for FY 2016-17.

ATTACHMENT:

None



DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)
Transportation Committee (TC)

FROM: Huasha Liu; Division Director, Land Use and Environmental Planning; 213-236-1838;
liu@scag.ca.gov

SUBJECT: 2017 Active Transportation Program Regional Guidelines

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION FOR EAC/TC:

Recommend the RC approve the 2017 Active Transportation Program (ATP) Regional Guidelines.

RECOMMENDED ACTION RC:

Adopt Board resolution No. 16-580-1 by approving the 2017 Active Transportation Program (ATP) Regional Guidelines and authorizing staff to submit the Guidelines to the California Transportation Commission (CTC) for adoption.

EXECUTIVE SUMMARY:

As part of the 2017 ATP, SCAG is required to submit regional guidelines to the California Transportation Commission for the selection of projects in the ATP MPO component, or Regional Program. The 2017 ATP Regional Guidelines were developed by SCAG and the county transportation commissions and with input from Caltrans, CTC, local jurisdictions, non-profit organizations and other stakeholders. The guidelines outline the priorities and process for awarding approximately \$50 million to projects that promote walking and biking across the SCAG region. To be considered for funding, all eligible applicants are encouraged to submit applications through the CTC ATP Call for Projects by June 15, 2016.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective 1: Identify new infrastructure funding opportunities with State, Federal and private partners.

BACKGROUND:

On March 26, 2016, the California Transportation Commission (CTC) adopted the 2017 Active Transportation Program (ATP) Statewide Guidelines. The Statewide Guidelines describe the policy, standards, criteria, and procedures for the development, adoption and management of the ATP and include direction for the development of regional program guidelines. The 2017 ATP budget is anticipated to be approximately \$240 million and will cover fiscal years 2019/2020 and 2020/2021. Approximately sixty percent (60%) of the total funding awards will be recommended by CTC through



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the Statewide Program and Small Urban/Rural Program components. Forty percent (40%) of the total funding awards will be recommended by regional MPOs. SCAG's share of the MPO component is approximately \$50 million, fifty percent (50%) of the MPO component.

The 2017 ATP Statewide Guidelines retain many of the same requirements as in previous cycles. Consequently, SCAG and county transportation commission staff have proposed that the 2017 Regional Guidelines also remain largely unchanged. The proposed Regional Guidelines retain population-based funding targets, maintain the same process for ensuring the regional program achieves disadvantaged communities' requirements, and dedicate up to \$2.5 million (5% of the regional funding) for planning and capacity building projects. For Cycle 3, SCAG is requesting the CTC approve two refinements to the Regional Program guidelines to better align the selection process with critical needs outlined in the 2016 Southern California Regional Transportation Plan and Sustainable Communities Strategy. These refinements include raising the limit on planning funding from two percent to up to five percent of the Regional Program, and expanding eligibility for planning funds to all communities, not just those designated by the state as disadvantaged.

To apply for funds, all eligible applicants, except as noted below in *Planning & Capacity Building Projects*, will be required to submit applications through the CTC issued 2017 ATP Call for Projects, which will close on June 15, 2016. All application materials can be found on the CTC's website at <http://www.dot.ca.gov/hq/LocalPrograms/atp/cycle-3.html>.

As in previous cycles, the Regional Program will include two categories of projects: (1) Implementation Projects and (2) Planning & Capacity Building Projects.

- **Implementation Projects**: No less than 95% of the funding will be recommended to proposals in this category. *Implementation Projects* may include the planning, design, and construction of active transportation facilities (e.g., bike paths, intersection improvements) and/or non-infrastructure projects (e.g., education, encouragement or traffic enforcement activities). The selection process for Implementation Projects is the same as in previous cycles and is primarily managed by the county transportation commissions. Eligible applicants must apply for these funds by submitting an application through the statewide ATP call for projects. Base scores are established through the CTC review process. The Regional Guidelines allow county transportation commissions to prioritize projects by adding up to ten (10) points, on a 110 point scale, to supplement the CTC-provided base scores. As in 2014 and 2015 ATP Regional Guidelines, the Board of each county transportation commission would be required to approve the methodology for assigning the ten (10) points, as well as, approve the final project scores.
- **Planning & Capacity Building Projects**: No more than five percent (5%) of the funding will be recommended to proposals in this category. As in previous cycles, the project selection process will rely on the statewide ATP application, scoring and ranking process. To reduce administrative burden and ensure disadvantaged communities can effectively participate in the process, SCAG will also provide the option for new project sponsors seeking awards of less than \$200,000 to apply through a supplemental call for projects. Each county transportation commission will take an active role in scoring and ranking the projects submitted in their



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respective county through the supplemental call for projects. Total funding available for programming in each county will be based on population-based funding targets. SCAG is exploring opportunities to leverage Sustainable Program resources to expand the reach and expedite the delivery of projects in Planning & Capacity Building category. The Regional Guidelines have been designed to facilitate this coordination.

The guidelines direct staff to recommend a draft Regional Program of Projects, assembled by combining recommendations from the Implementation and Planning & Capability Building categories. The draft Program of Projects will be reviewed by the CEOs of the county commissions to address any outstanding issues and achieve consensus prior to submitting a final recommended list of projects to the boards of the county transportation commissions and the SCAG Regional Council for approval.

NEXT STEPS:

If approved, the 2017 ATP Regional Guidelines will be provided to the California Transportation Commission for review and final approval during their next meeting on June 29, 2016. Concurrent with efforts to finalize the Regional Guidelines, SCAG staff, in collaboration with the CTC and county transportation commission staff, will continue outreach efforts to encourage eligible applicants to apply for resources available through the statewide and regional ATP program through the CTC-issued 2017 ATP Call for Projects, which will close on June 15, 2016.

In July, SCAG staff will report back to the Policy Committees with more information on the supplemental call for projects, including a stakeholder engagement and communication strategy to ensure new project sponsors seeking less than \$200,000 for planning and capacity building are aware of the new opportunity to access regional ATP funds.

ATTACHMENTS:

1. 2017 Active Transportation Program Regional Guidelines
2. Resolution 16-580-1



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2017 Active Transportation Program Southern California Association of Governments Regional Guidelines

1

Purpose

The intent of this document is to successfully implement the active transportation related programs and funding components of the Moving Ahead for Progress in the 21st Century Act (MAP-21) and California Senate Bill 99 (SB 99). The following Regional Guidelines outline the roles, responsibilities and processes for selecting projects to receive funding from the SCAG region's dedicated share of the 2017 California Active Transportation Program (ATP). The SCAG region's annual share is approximately \$25 million, which includes 100% of SCAG's federal Transportation Alternative Program apportionments (approximately \$14 million) plus approximately \$11 million/year from other federal and state funding programs that were consolidated by SB 99 into the ATP. These Guidelines relate to the 2017 California Active Transportation Program only, which includes two years of funding in Fiscal Years 2019/20 and 2020/21. The Regional Guidelines may be revisited and modified for future rounds of funding.

Background

- The goals of the ATP program are to:
 - Increase the proportion of trips accomplished by biking and walking.
 - Increase the safety and mobility of non-motorized users.
 - Advance the active transportation efforts of regional agencies to achieve greenhouse gas reductions goals as established pursuant to SB 375.
 - Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding.
 - Ensure that disadvantaged communities fully share in the benefits of the program.
 - Provide a broad spectrum of projects to benefit many types of active transportation users.
- The 2017 Active Transportation Program Statewide Guidelines, adopted by the California Transportation Commission on March 26, 2016 describe the policy, standards, criteria and procedures for the development, adoption and management of ATP.
- Per the requirements of SB 99 and Map-21, 40% of the funds for the ATP program must be distributed by Metropolitan Planning Organizations (MPO) in urban areas with populations greater than 200,000, with funds distributed to each MPO based on total MPO population.
- The funds distributed by the MPOs must be programmed and allocated to projects selected through a competitive process in accordance with the ATP Statewide Guidelines.
- The ATP Statewide Guidelines establish four eligible project types:
 - Infrastructure Projects: Capital improvements that will further the goals of this program. This typically includes the environmental, design, right-of-way, and construction phases of a capital (facilities) project. A new infrastructure project will not be programmed without a complete project study report (PSR) or PSR equivalent. The application will be considered a PSR equivalent if it defines and justifies the project scope, cost and schedule. Though the PSR or equivalent may focus on the project components proposed for programming, it must provide at least a preliminary estimate of costs for all components. PSR guidelines are

posted on the Commission's website: <http://www.catc.ca.gov/programs/ATP.htm>.

A capital improvement that is required as a condition for private development approval or permits is not eligible for funding from the Active Transportation Program.

- Plans: The development of a community wide bicycle, pedestrian, safe routes to school, or active transportation plan in a disadvantaged community.
- Non-infrastructure Projects: Education, encouragement, and enforcement activities that further the goals of this program. The Commission intends to focus funding for non-infrastructure on start-up projects. A project is considered to be a start-up when no program currently exists. Start-up projects must demonstrate how the program is sustainable after ATP funding is exhausted. ATP funds cannot fund ongoing program operations. Non-infrastructure projects are not limited to those benefiting school students. Program expansions or new components of existing programs are eligible for ATP funds as long as the applicant can demonstrate that the existing program will be continued with non-ATP funds.
- Infrastructure projects with non-infrastructure components.
- Per SB 99 and the ATP Statewide Guidelines, the following requirements apply specifically to SCAG:
 - SCAG must consult with the county transportation commission, the California Transportation Commission (CTC), and the State Department of Transportation (Caltrans) in the development of the competitive project selection criteria. The criteria should include consideration of geographic equity, consistent with program objectives;
 - SCAG must place priority on projects that are consistent with plans adopted by local and regional governments within the county where the project is located; and
 - SCAG must obtain concurrence from the county transportation commissions.
- A MPO choosing to use the same project selection criteria and weighting, minimum project size, match requirement, and definition of disadvantaged communities as used by the CTC for the statewide competition may defer its project selection to the CTC.
- 25% of the regional funds must benefit disadvantaged communities.
- The ATP Statewide Guidelines allow for a large MPO to make up to 2% of its funding available for active transportation plans in disadvantaged communities; SB 99 does not impose a funding cap on planning nor does it limit the development of active transportation plans to disadvantaged communities.
- Pending legislation, including AB 2796, could impact the statewide guidelines by increasing funding thresholds for planning projects to 5% and establishing a 10% funding set-aside for non-infrastructure projects. If the legislation is approved, the proposed Regional Guidelines will be revised to meet all legislative requirements.

Regional Program Project Selection

The Regional Program will be segmented into two categories. These categories include:

1. Implementation Projects; and
2. Planning & Capacity Building Projects.

Implementation Projects may include Infrastructure, Non-Infrastructure, and Infrastructure projects with non-infrastructure components, as defined by the statewide ATP Guidelines and included in the Background (above). No less than 95% of the total regional funds will be dedicated to funding Implementation Projects.

Planning & Capacity Building Projects may include the development of Non-Infrastructure projects and Plans, as defined by the statewide ATP Guidelines and included in the Background (above). In addition, SCAG intends to extend eligibility for the development of Plans to all communities, not just those covering disadvantaged communities.¹ No more than 5% of the total regional funds will be allocated in this category. SCAG does not intend to set further limits or funding targets within this category for planning versus non-infrastructure projects; rather, the funding allocation to different project types will be determined by the quality of proposals received.¹ In the event that the funding requested in this category is below the 5% threshold, and/or in consideration of geographic equity, the funding surplus will be directed accordingly to Implementation Projects.

Implementation Projects Category

In this category, SCAG intends to build upon the CTC statewide application, scoring and ranking process and forgo its option to issue a supplemental application and call for proposals. This means that an evaluation committee will not be required at the county or regional level within the SCAG region to separately score Implementation Projects. The selection process will occur as follows:

- Prior to scoring by the CTC, SCAG will provide each county with the Implementation Project applications submitted through the statewide call for proposals.
- The county transportation commissions will review the Implementation Project applications and determine which projects “are consistent with plans adopted by local and regional governments within the county” per the requirements of SB 99. If a project is consistent, the county may assign up to 10 points to each project.

¹ SCAG is requesting the CTC approve two refinements to the Regional Program guidelines to better align the selection process with critical needs outlined in the 2016 Southern California Regional Transportation Plan and Sustainable Communities Strategy. These refinements include raising the limit on planning funding from two percent to up to five percent of the Regional Program, and expanding eligibility for planning funds to all communities, not just those designated by the state as disadvantaged. If these refinements are denied, the selection of projects as outlined in these Regional Guidelines will proceed but in accordance with the limitations established in the Statewide ATP Guidelines.

- If a county transportation commission assigns additional points (up to 10, as noted above) to a project for which they are the lead applicant, an explanation must be provided to SCAG on how the scoring process resulted in an unbiased evaluation of the project.
- The Board of each respective county transportation commission will approve the scoring methodology/guidelines and point assignments, and submit the scores to SCAG for inclusion in the preliminary ranking of regional projects.
- SCAG will establish a preliminary regional Implementation Projects list based on the county's submissions that will program no less than 95% of the total regional funds and rely on population-based funding targets to achieve geographic equity.

Planning & Capacity Building Projects Category

In this category, SCAG intends to build upon the CTC application, scoring and ranking process for the selection of planning and non-infrastructure projects. To reduce administrative burden and ensure disadvantaged communities can effectively participate in the process, SCAG will provide the option for “new” project sponsors seeking awards of less than \$200,000 to apply through a supplemental call for projects. This supplemental application option will only be available to project sponsors that have not received an ATP award in previous funding cycles.

- Application Process:
 - All eligible applicants are encouraged to first submit proposals for planning and non-infrastructure projects to the CTC to be considered for funding in the statewide funding program. Projects seeking more than \$200,000 or project sponsors that have previously been awarded ATP grants are required to submit a proposal through the CTC application process to be eligible for funding awards in the Regional Program. Projects submitted but not funded through the statewide process, will be considered for funding in the Regional Program. SCAG intends to use the scores provided by the statewide review process to rank and select projects, alongside projects submitted through the supplemental call as described below.
 - A supplemental call for projects and application process will be available to “new” project sponsors for projects seeking funding requests of less than \$200,000. To qualify as “new”, a project sponsor must not have received funds in a previous ATP funding cycle. There will be no minimum project size.
 - Proposals received through the supplemental call will be scored using the same project selection criteria and weighting, match requirement, and definition of disadvantaged communities as used by the CTC in the statewide selection process.
 - SCAG in consultation with the counties and a multi-disciplinary working group will develop supplemental call for project applications to score the proposals that are submitted through the supplemental call.

- County-specific evaluation committees comprised of county transportation commission and SCAG staff will be assembled to score the projects submitted in each county through the supplemental call.
- Project sponsors that have submitted projects in the statewide competition, but were unsuccessful, may also choose to complete a supplemental application, if desired. If a supplemental application is not provided, SCAG will rely on the scores provided by the CTC through the statewide review process to rank and select projects, alongside projects submitted through the supplemental call. The \$200,000 cap will not be applied to projects that first submitted an application through the statewide call for projects.
- To establish a preliminary Planning & Capacity Building project list, project proposals will be ranked by county and prioritized by score and in consideration of the following principles:
 - The total funding recommended in this category shall not exceed 5% of the total Regional Program.
 - Each county shall receive its population based share of funds available in this category.

Recommended Regional Program of Projects

SCAG shall create a draft Regional Program List that incorporates the preliminary project lists from the Implementation and Planning & Capacity Building project categories.

SCAG will analyze the draft Regional Program list to ensure it meets the disadvantaged communities' requirements by allocating at least 25% to disadvantaged communities' projects (as defined by the state guidelines).

If the total is less than 25%, SCAG will modify the preliminary regional project list to ensure the 25% mark is achieved, as follows:

- Across all counties, the highest scored disadvantaged communities' project that is below the funding mark will be added to the regional project list. This project will displace the lowest scoring project that is above the funding mark and does not benefit a disadvantaged community, regardless of the county.
- This process will be repeated until the 25% target is met.
- This process may lead to an outcome where a county receives less than its population-based share of the funding, but is necessary to ensure the disadvantaged communities' requirements for the regional program are met.

The final recommended Regional Program of Projects will be reviewed by the CEOs of the county commissions, Caltrans and CTC staff to make any final adjustments and achieve consensus prior to

submitting the Regional Program recommendations to SCAG’s Regional Council and the Boards or Chief Executive Officers of the county transportation commissions for approval and submission to the CTC.

Technical Adjustments: The SCAG CEO, the CEO of each County Transportation Commission, and their designees may make technical changes to the program as needed to ensure the timely delivery of the regionally-selected projects.

Schedule

- 9/05/16 Regional Program Supplemental Call for Projects Opens
- 10/28/16 Statewide Staff Recommendations
- 11/11/16 Regional Program Supplemental Project Application Deadline
- 12/7/16 Statewide Projects Adopted
- 12/09/16 ATP Subcommittee recommended Draft Regional Program
- December-January 27 2017—County Transportation Commission Approvals
- 2/02/17 Regional Council Approval of 2017 Regional Program
- 2/02/17 Submit 2017 ATP Regional Program to CTC
- 3/17 CTC adopts Regional Program

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RESOLUTION NO. 16-580-1

**A RESOLUTION OF THE SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS (SCAG)
IN SUPPORT OF ADOPTING THE
2017 ACTIVE TRANSPORTATION REGIONAL PROGRAM**

WHEREAS, the Southern California Association of Governments (“SCAG”) is the Metropolitan Planning Organization, for the six county region comprising of Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial pursuant to 23 U.S.C.§ 134 et seq. and 49 U.S.C. §5303 et seq.;

WHEREAS, the Active Transportation Program was created by Senate Bill 99 (Chapter 359, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking;

WHEREAS, Streets and Highways Code Section 2382(k) allows the California Transportation Commission to adopt separate guidelines for the metropolitan planning organizations charged with allocating funds to projects pursuant to Streets and Highways Code Section 2381(a)(1) relative to project selection;

WHEREAS, the Active Transportation Program Guidelines (Resolution G-14-05) requires the Commission to adopt a metropolitan planning organization’s use of project selection criteria or weighting, minimum project size, match requirement, or definition of disadvantaged communities when differing from the statewide guidelines adopted by the Commission on March 17, 2016; and

WHEREAS, the Active Transportation Program Guidelines (Resolution G-14-05) require metropolitan planning organizations to submit their guidelines to the Commission by June 29, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments does hereby adopt the 2017 Active Transportation Program Regional Guidelines as presented by SCAG staff on June 2, 2016.

BE IT FURTHER RESOLVED THAT:

1. The Regional Council hereby authorizes staff to submit the 2017 Active Transportation Regional Guidelines to the California Transportation Commission for approval.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at its regular meeting this 2nd^{day} of June, 2016.

Michele Martinez
President, SCAG
Councilmember, City of Santa Ana

Attested by:

Hasan Ikhata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel

DATE: June 2, 2016
TO: Executive/Administration Committee (EAC)
Regional Council (RC)
FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov
SUBJECT: Contracts \$200,000 or Greater: Contract No. 16-040A, Information Technology (IT)
Technical Project Resources

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTIONS:

1) Approve contracts to be referenced as 16-040A, with various firms, in an amount not-to-exceed \$980,000, to provide project-based technical resources; and 2) Staff also requests to exceed the \$200,000 contract limit per procurement procedures (explained below) for each individual contract for IT resources, when an individual resource is retained for project support for the purpose of maintaining consistency and effectiveness for each project's duration.

EXECUTIVE SUMMARY:

SCAG's Information Technology (IT) Division retains a small core of IT staff and utilizes IT firms for technical implementations for defined scopes of work. This allows SCAG to use internal staff where they are most needed and provides the flexibility to increase or decrease IT resources to control costs and workloads. Staff desires to use any of the State of California's Master Service Agreements (MSAs) that are competitively procured for the specific purpose of allowing local entities to obtain IT resources from qualified, pre-approved firms. Using an MSA reduces the administrative cost of separate SCAG procurements for such resources. An MSA offers a wide range of specialized skills using statewide discounted rates. For the budgeted Fiscal Year 2016-17 (FY17) IT work plan, staff requests approval to enter into multiple contracts under this MSA up to the combined maximum of \$980,000. SCAG is currently conducting a separate competitive procurement for additional IT firms to supplement an MSA list and will bring forth those contracts (16-040B) separately and also under a combined \$980,000 overall FY17 budget.

The SCAG Procurement Manual (dated 11/1/14) Section 3.2. requires the RC to approve contracts that are \$200,000 or greater. However, since an MSA has already been competed, and it requires staff to conduct an additional (secondary) competition among at least three (3) of the 120-plus approved MSA firm, staff is requesting the RC to authorize staff to exceed the \$200,000 contract approval threshold on any individual contract award. This will assist IT staff with meeting agency needs in a timely manner without the requirement to return to the RC for each MSA contract approval within the approved \$980,000 FY17 budget. Project resources will be used during FY17 for development and enhancement of planning and administrative systems.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate Advanced Information and Communication Technologies.

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BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

| <u>Consultant/Contract #</u> | <u>Contract Purpose</u> | <u>Contract Amount</u> |
|-------------------------------------|--|-------------------------------|
| Various IT firms (16-040A) | The various IT firms shall provide technical project resources to complete defined scopes of work for the approved FY17 IT work plan, including some multi-year projects, under contracts 16-040A. | \$980,000 |

FISCAL IMPACT:

Funds in the amount of \$980,000 for various IT contracts are available in the FY17 budget in the following project numbers: 810-0120.03, 811-1163.01 through .99, and 045-0142.01 through .99.

ATTACHMENT:

Consultant Contract No. 16-040A

CONSULTANT CONTRACT 16-040A

**Recommended
Consultant:**

Various (explained below)

**Background &
Scope of Work:**

SCAG's Information Technology (IT) Division requires project-based technical resources to implement the IT work plan in support of SCAG's mission. For Fiscal Year 2016-17 (FY17) IT project requirements, staff seeks approval to enter into multiple contracts with firms approved by the State of California for this purpose.

SCAG retains a small core of IT staff for SCAG-specific functions that require knowledge of SCAG processes. IT firms are periodically engaged to implement technology on a project basis and to support custom-developed systems designed for SCAG-specific requirements. This approach, using contracted resources in lieu of hiring regular employees, gives SCAG the ability to quickly increase or decrease specialized and skilled IT resources. This helps control costs and use SCAG's staff where they are most needed. It also increases SCAG's ability to have more flexibility in technical direction and to implement emerging technologies on an expedited basis.

To meet dynamic resource needs, staff desires to use any of the State of California Master's Service Agreements (MSAs) that are competitively procured and established for this specific purpose, i.e. to obtain some of its IT resources from qualified, pre-approved firms. As the IT workload varies from year to year, staff requests the Regional Council's (RC) approval on an annual basis. For FY17, staff requests authorization to enter into IT contracts up to a combined maximum of the FY17 budget of \$980,000. Staff shall return each year to the RC (as it has been doing since 2012) to request additional funding for future fiscal years. As in the past, staff also requests to exceed the \$200,000 contract limit per procurement procedures for each individual contract for IT resources, when an individual resource is retained for project support to maintain consistency and effectiveness. This includes amending a contract beyond \$75,000 or 30% of its original value or beyond the normal \$200,000 RC approval threshold.

Each fiscal year beginning in 2012, the RC has approved the use of the State of California IT Consulting Services MSA for staff to acquire IT resources to facilitate and implement IT projects in support of SCAG's mission. Staff requests approval for FY17 to continue using and funding IT firms procured under any of the State of California's MSAs for IT consulting services for up to 7-years. IT firms under MSAs were competitively procured and established for the specific purpose of obtaining IT resources from qualified, pre-approved firms.

The approved FY17 IT work plan includes, but is not limited to system development and support related to:

- The Federal Transportation Improvement Program (FTIP) system used by SCAG TIP staff and the County Transportation Commissions (CTCs).
- Enterprise Geographic Information System (EGIS) geodatabases used by SCAG planners, city staff and the public, accessible through SCAG's websites.
- Planning applications, including Inter Governmental Review (IGR), and others.
- Websites, external and internal, used by staff, partners and the public.
- Administrative systems, such as Records and Information Management (RIM),

- Customer Relationship Management (CRM), and others.
- Financial system upgrades.

Project’s Benefits & Key Deliverables: Using IT resources on a contract-by-contract basis gives SCAG the agility to acquire specialized skills to meet varying demands and workloads. This increases SCAG’s effectiveness in deploying new technology, broadens the qualified resource pool, shortens project delivery time, and in many cases, reduces the overall cost of projects. The work of each IT firm is tied to a specific scope related to a particular system, including agreed deliverables and rates, estimated hours, and schedules.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate Advanced Information and Communication Technologies.

Contract Amount: **Annual Total not-to-exceed** **\$980,000**

To be awarded to eligible firms specified in the State of California’s MSA for various scopes of work related to IT projects.

Contract Period: July 1, 2016 through June 30, 2017

Project Number: 810-0120.03, 811-1163.01 through .99, and 045-0142.01 through .99
 Funding sources: Consolidated Planning Grant (FHWA PL and FTA 5303) and Indirect funds of \$980,000 is available in the FY17 budget, and for each of the remaining Fiscal Years staff shall return to the RC to request additional funding, subject to budget availability.

Request for Proposal (RFP): Not applicable.

Selection Process: Not applicable.

Basis for Selection: SCAG’s federal procurement guidance (49 CFR Part 18, Section 18.36 [b] [5]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements – MSAs. The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially “piggybacking” on the agreement.) Staff intends to use the State of California’s MSAs to procure the required assistance. To gain even greater cost reductions, staff competes each of the projects among at least three (3) of the 120+ approved firms in the combined pool. This approach will enable staff to select the best fit for each project at the lowest price.

Conflict Of Interest Form - Attachment
For June 2, 2016 Regional Council Approval

Item No. 6

Staff requests the following actions:

1) Approve contracts to be referenced as 16-040A, with various firms, in an amount not-to-exceed \$980,000, to provide project-based technical resources; and 2) Staff also requests to exceed the \$200,000 contract limit per procurement procedures for each individual contract for IT resources, when an individual resource is retained for project support for the purpose of maintaining consistency and effectiveness for each project's duration.

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 16-008-C1, Los Angeles River Bikeway Study

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve Contract No. 16-008-C1, with Alta Planning + Design, Inc., in an amount not-to-exceed \$252,207, to conduct a bikeway study for the City of Vernon.

EXECUTIVE SUMMARY:
Consistent with the requirements of the Caltrans Transportation Planning Grant that funds this project, the consultant shall provide services for a Sustainability Planning Grant for the City of Vernon (City). Specifically, the consultant shall assess current conditions, develop options and present the best supported options for extending a bikeway along the Los Angeles River through the City. This will assist with completing a greenway (river bike path) listed in the 2016-2040 Regional Transportation Plan / Sustainable Communities Strategy.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

| <u>Consultant/Contract #</u> | <u>Contract Purpose</u> | <u>Contract Amount</u> |
|--|--|------------------------|
| Alta Planning + Design, Inc., (16-008-C1) | The consultant shall conduct a bikeway study for the City of Vernon. | \$252,207 |

FISCAL IMPACT:
The contract to be awarded to Alta Planning + Design, Inc. is for an amount not to exceed \$252,207. Funding of \$15,000 is available in the FY 2015-16 budget and \$237,207 is included in the proposed FY 2016-17 budget in project task 145-3832.01 LA River Bikeway Feasibility Study.

ATTACHMENT:
Consultant Contract No. 16-008-C1

CONSULTANT CONTRACT 16-008-C1

| | | |
|---|--|------------------|
| Recommended Consultant: | Alta Planning + Design, Inc. | |
| Background & Scope of Work: | Consistent with the requirements of the Caltrans Transportation Planning Grant that funds this project, the consultant shall provide services for a Sustainability Planning Grant for the City of Vernon (City). Specifically, the consultant shall assess current conditions, develop options and present the best supported options for extending a bikeway along the Los Angeles River through the City. | |
| Project's Benefits & Key Deliverables: | The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• Providing options for helping to complete the Los Angeles River Bikeway within the City of Vernon;• Helping to complete a greenway (river bike path) listed in the 2016-2040 Regional Transportation Plan / Sustainable Communities Strategy; and• Helping to close gaps along this regional bikeway. | |
| Strategic Plan | This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans. | |
| Contract Amount: | Total not-to-exceed | \$252,207 |
| | Alta Planning Inc. (prime consultant) | \$138,532 |
| | AECOM Technical Services, Inc. (subconsultant) | \$58,388 |
| | Mia Lehrer + Associates (subconsultant) | \$54,287 |
| | Note: Consultant's Name originally proposed \$268,919 but staff negotiated the price down to \$252,207 without reducing the scope of work. | |
| Contract Period: | Notice-to-Proceed through June 30, 2017 | |
| Project Number: | 145.3832E.01 | \$252,207 |
| | Funding sources: Consolidated Planning Grant (CPG) – Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Transportation Development Act (TDA) | |
| | The contract to be awarded to Alta Planning + Design, Inc. is for an amount not to exceed \$252,207. Funding of \$15,000 is available in the FY 2015-16 budget and \$237,207 is included in the proposed FY 2016-17 budget in project task 145-3832.01 LA River Bikeway Feasibility Study. | |
| Request-for-Proposal (RFP): | SCAG staff notified 1,885 firms of the release of RFP 16-008-C1 via SCAG's Solicitation Management System. A total of 62 firms downloaded the RFP. SCAG received the following eight (8) proposals in response to the solicitation: | |
| | Alta Planning & Design (2 subconsultants) | \$268,919 |
| | Sam Schwartz Transportation (3 subconsultants) | \$235,808 |
| | Placeworks (1 subconsultants) | \$236,409 |
| | Steer Davies Gleave (2 subconsultants) | \$236,824 |

| | |
|--|-----------|
| KOA Corporation (3 subconsultants) | \$237,878 |
| KTU + A (3 subconsultants) | \$252,511 |
| Base Architecture, Planning & Eng.(4 subconsultants) | \$268,262 |
| NUVIS Landscape & Architecture (1 subconsultant) | \$440,392 |

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interview the four (4) highest ranked offerors.

The PRC consisted of the following individuals:

Alan Thompson, Sr. Regional Planner, SCAG
 Alex Kung, Economic & Development Manager, City of Vernon
 Felix Velasco, Assistant Engineer, City of Vernon
 Fernando Castro, Regional Planner, Caltrans, District 7

Basis for Selection: The PRC recommended Alta Planning & Design for the contract award because the consultant:

- Demonstrated the clearest understanding of the issues facing the City of Vernon as they better integrate active transportation and the significant freight movement within the city. The City is an industrial zone, where bicyclists must navigate alongside heavy freight vehicles; and
- Provided the best proposal consistent with the RFP. The proposal focused on the tasks delineated in the RFP, and showed how it would complement parallel efforts already underway by the City.

Although other firms proposed a lower prices, the PRC did not recommend these firms for contract award because these firms either:

- Did not demonstrate a clear understanding of the project, offering a city-wide solution, rather than the corridor specific solution requested in the proposal; or
- Did not provide a clearly articulated vision of the proposed project and how it fits with parallel efforts underway with the City.

**Conflict Of Interest Form - Attachment
For June 2, 2016 Regional Council Approval**

Item No. 7

Approve Contract No. 16-008-C1 in an amount not to exceed \$252,207, to conduct a bikeway study for the City of Vernon.

The consultant team for this contract includes:

| Firm Name | Did the firm disclose conflict in the Conflict Form they submitted with their original proposal (Yes or No)? |
|--|--|
| Alta Planning + Design, Inc. (prime consultant). | No - form attached |
| AECOM Technical Services, Inc. (subconsultant) | Yes - form attached |
| Mia Lehrer + Associates (subconsultant) | No - form attached |

SCAG CONFLICT OF INTEREST FORM

RFP No. 16-008

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Alta Planning + Design, Inc.
Name of Preparer: George Hudson, Principal
Project Title: Los Angeles River Bikeway Study for the City of Vernon
RFP Number: 16-008 **Date Submitted:** January 5, 2016

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

| Name | Nature of Financial Interest |
|-------|------------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

| Name | Position | Dates of Service |
|-------|----------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

5. Have you or any managers, partners, or officers of your firm given within the past 12 months prior to the RFP deadline (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

| Name | Date | Dollar Value |
|-------|-------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) George Hudson, hereby declare that I am the (position or title) Principal of (firm name) Alta Planning + Design, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated January 5, 2016 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



Signature of Person Certifying for Proposer
(original signature required)

January 5, 2016

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No. 16-008

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG’s Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG’s Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under “OPPORTUNITIES”, then “Doing Business with SCAG” and scroll down under the “CONTRACTS” tab; whereas the SCAG staff may be found under “ABOUT” then “Employee Directory”; and Regional Council members can be found under “ABOUT”, then scroll down to “ELECTED OFFICIALS” on the left side of the page and click on “See the list of SCAG representative and their Districts.”

Any questions regarding the information required to be disclosed in this form should be directed to SCAG’s Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: AECOM Technical Services, Inc.
Name of Preparer: Paul Steinke
Project Title: Los Angeles River Bikeway Project
RFP Number: 16-008 **Date Submitted:** January 5, 2016

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If “yes,” please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

| Name | Nature of Financial Interest |
|-------|------------------------------|
| _____ | _____ |

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

| Name | Position | Dates of Service |
|-------|----------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO (See Below)

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|--|--------------|
| <u>AECOM is a large multinational corporation with over 100,000 employees worldwide. As such, there is no way for us to know whether any of AECOM's managers, partners, or officers are related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council.</u> | |

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

5. Have you or any managers, partners, or officers of your firm given within the past 12 months prior to the RFP deadline (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

| Name | Date | Dollar Value |
|-------|-------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Paul Steinke, hereby declare that I am the (position or title) Vice President of (firm name) AECOM Technical Services, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated December 22, 2015 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



December 22, 2015

Signature of Person Certifying for Proposer
(original signature required)

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No. 16-008

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: MLA Green Inc., dba Mia Lehrer + Associates
Name of Preparer: Jan Dyer, Principal
Project Title: Los Angeles River Bikeway Study
RFP Number: 16-08 **Date Submitted:** January 5, 2015

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

| Name | Nature of Financial Interest |
|-------|------------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

| Name | Position | Dates of Service |
|-------|----------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

| Name | Relationship |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

5. Have you or any managers, partners, or officers of your firm given within the past 12 months prior to the RFP deadline (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

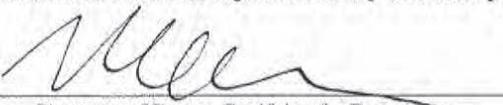
| Name | Date | Dollar Value |
|-------|-------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Mia Lehrer, hereby declare that I am the (position or title) President of (firm name) MLA Green Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated December 18, 2015 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



 Signature of Person Certifying for Proposer (original signature required)

 December 18, 2015
 Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Hasan Ikhata, Executive Director, (213) 236-1944, ikhata@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 17-001-SSG1, Burke, Williams & Sorensen, LLP

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve legal services contract with Burke, Williams & Sorensen, LLP., for Fiscal Year 2016-17 in an amount not-to-exceed \$240,000, to provide General Counsel Services and lead Special Counsel litigation support for City of El Segundo v. SCAG.

EXECUTIVE SUMMARY:
Staff seeks to renew the contract with Burke, Williams & Sorensen, LLP., for the next fiscal year for \$240,000 to provide General Counsel Services to the Executive Director and the Regional Council and to provide Special Counsel services to lead the litigation effort on behalf of SCAG in the pending lawsuit brought by the City of El Segundo regarding the 2016 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and associated Program Environmental Impact Report (PEIR). It is anticipated that \$120,000 will be needed for General Counsel services and \$120,000 for Special Counsel services.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

| <u>Consultant/Contract #</u> | <u>Contract Purpose</u> | <u>Contract Amount</u> |
|--|---|------------------------|
| Burke, Williams & Sorensen, LLP (17-001-SSG1) | The consultant shall provide General Counsel services and Special Counsel services. | \$240,000 |

FISCAL IMPACT:
Funding for the renewal of the Burke, Williams & Sorensen, LLP contract is available in the FY 2016-17 budget under Project Nos. 800-0160.01 (\$120,000) and 810.0120.09 (\$120,000).

ATTACHMENT:
Consultant Contract No. 17-001-SSG1

CONSULTANT CONTRACT 17-001-SSG1

**Recommended
Consultant:**

Burke, Williams, & Sorensen, LLP

**Background &
Scope of Work:**

The position of General Counsel was re-established in July 2012 to help provide legal support to the agency. Given the increased activities of the Regional Council, Joseph Silvey, Burke Williams & Sorensen, was retained as SCAG's General Counsel for the Regional Council and to address appropriate external affairs. Services in connection with this include, but are not limited to: advising and consulting with the SCAG's Regional Council and its committees on legal matters; attending Metropolitan Planning Organization (MPO) Executive Director's meetings with other MPO legal counsels; attending meetings and pursuing specific assignments as directed by SCAG's Executive Director; collaborating, as needed, on items of Regional Council interest; and reviewing, as necessary, the SCAG Bylaws and Regional Council policies for future opportunities to improve clarity and understanding.

In addition to the General Counsel services to be provided by Joseph Silvey, one of the firm's Partners, attorney Amy Hoyt will serve as Special Counsel to SCAG in leading the defense of the agency in the pending litigation related to the 2016 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and associated Program Environmental Impact Report (PEIR).

Ms. Hoyt has extensive experience in public and environmental law, representing clients in a wide variety of matters ranging from complex litigation to advisory work. Her practice focuses primarily on litigating environmental, land use, election and mobile home regulation matters, including cases involving California Environmental Quality Act (CEQA). She regularly assists public agencies with the preparation and defense of environmental documents prepared pursuant to CEQA.

In her capacity as Special Counsel to SCAG, she will work closely with SCAG's Executive Director, and SCAG's legal team who worked on the preparation of 2016 RTP/SCS and associated PEIR to lead the defense of the pending litigation with the City of El Segundo.

These services will be accomplished in a new annual contract with \$120,000 budgeted for General Counsel Services and \$120,000 for Special Counsel services for a total of \$240,000. Mr. Silvey will retain his current hourly rate of \$310 and Ms. Hoyt's hourly rate is also \$310.

**Project's Benefits
& Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to: providing legal guidance and/or services to SCAG's Executive Director, Chief Counsel, Executive Team members, and SCAG's Regional Council, as requested.

Strategic Plan

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Contract Amount:

Total not-to-exceed

\$240,000

Burke, Williams, & Sorensen, LLP (prime consultant)

Contract Period: July 1, 2016 through June 30, 2017

Project Number: 800.0160.01 \$120,000

810.0120.09 \$120,000

Funding sources: General Fund and Legal Department's Indirect Cost budget for FY 2016-17

Request-for-Proposal (RFP): Not Applicable

Selection Process: Not Applicable

Basis for Selection: The subject contract award was made in accordance with the SCAG Procurement Manual, (dated 11/01-14/) Section 3.2, requires the Regional Council to approve contracts over \$200,000 without competition with a sole source justification. The sole source selection was made based upon Burke, Williams, & Sorensen, LLP's extensive knowledge and legal expertise with advising public agencies, and staff's determination that retaining the firm's services is in the best interests of the agency.

**Conflict Of Interest Form - Attachment
For June 2, 2016 Regional Council Approval**

Item No. 8

Approve legal services contract with Burke, Williams & Sorensen, LLP., for Fiscal Year 2016-17 in an amount not-to-exceed \$240,000, to provide General Counsel Services and lead Special Counsel litigation support for City of El Segundo v. SCAG.

The consultant team for this contract includes:

| Firm Name | Did the firm disclose conflict in the Conflict Form they submitted with their original proposal (Yes or No)? |
|---|--|
| Burke, Williams, & Sorensen, LLP (prime consultant). | No - form attached |

DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: AB 2475 (Gordon) – California Infrastructure and Economic Development Bank:
Affordable Housing – SUPPORT

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Support

EXECUTIVE SUMMARY:

AB 2475 creates within the California Infrastructure and Economic Development Bank the Local Government Affordable Housing Forgivable Loan Program, to assist local governments in financing new affordable housing projects. Loan recipients are accountable to meet required criteria that contribute positive outcomes to the state and to local communities, such as meeting a community's greenhouse gas reduction plan other specified criteria and, in return, loans will be eligible for partial or full forgiveness upon project completion. The Legislative/Membership and Communications Committee (LCMC) recommends support.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

The California Infrastructure and Economic Development Bank (IBank) was established in 1994 to finance public infrastructure and private development. Housed within the Governor's Office of Business and Economic Development - GO-Biz - it is governed by a five-member board of directors comprised of the Director of GO-Biz, the State Treasurer, the Director of the Department of Finance, the Secretary of the Transportation Agency, and an appointee of the Governor. Day-to-day operations are directed by the Executive Director, an appointee of the Governor subject to confirmation by the California Senate.

IBank does not receive any ongoing General Fund support, but is financed through fees, interest income and other revenues derived from its public and private sector financing activities. The IBank has authority to issue bonds, finance public agencies, provide credit enhancements, acquire or lease facilities, and leverage State and Federal dollars for its various programs. Since its creation in 1994, the I-Bank has loaned, financed, or participated in over \$34 billion in infrastructure and economic expansion projects. This includes over \$400 million to local and state agencies.

The IBank currently funds projects related to infrastructure including city streets, county highways, drainage, water supply and flood control, educational facilities, environmental mitigation measures, parks and recreational facilities, port facilities, power and communications, public transit, sewage collection and treatment, solid waste collection and disposal, water treatment and distribution, defense conversion, public safety facilities, state highways, military infrastructure, and goods movement-related infrastructure.

Bill Provisions

This bill would expand the scope of IBank's programs to include affordable housing. AB 2475 would create the Local Government Affordable Housing Forgivable Loan Program within the IBank. Specifically, this bill:

- Requires IBank to develop and administer the loan program to make loans to local government, defined as a city, county, or city and county, for affordable housing developments with terms and conditions the IBank deems to be in the best interests of the state.
- Requires IBank to determine whether a local government is excused from repaying half or all of a loan after the completion of the development of the affordable housing development based on whether a local government meets certain requirements including:
 - The affordable housing must be compatible with the community's greenhouse gas reduction plan, and must contribute to a reduction in greenhouse gases;
 - At least 75% of the affordable housing units in the development would need to be for extremely low- and very low-income households restricted for 55 years, Extremely low-income households are defined in statute to mean persons and families whose incomes do not exceed 30% of median area income, and very low-income households are persons and families whose incomes do not exceed 50% of median area income;
 - The local government would have to contribute an amount equal to the amount of the loan or infrastructure improvements equal to the amount of the loan;
 - To get the entire loan forgiven, the local government would additionally have to comply with all of the requirements listed above and waive at least 50% of any development or permitting fees it could have imposed on a developer, and the development would have to include onsite services for residents including social services and medical services.

Bill provisions requires that the IBank consult with the Strategic Growth Council (SGC) and the California Housing Finance Agency (CalHFA) to determine if the local government has met the requirements for a partial or total forgiveness of the loan, though the IBank board will make final determination. This determination will be made after project completion.

In offering the bill, the author notes that it creates a forgivable loan program, housed within the IBank, to assist local governments in financing critical new affordable housing projects. The program will hold loan recipients accountable to meeting required criteria that contribute positive outcomes back to the state as well as local communities. In return, loans will be eligible for partial or full forgiveness upon project completion.

REPORT

AB 2475 takes advantage of the IBank's expertise in development financing, and places responsibility for administering this new program there. However, the bill also recognizes that meeting the specific requirements of the program is essential to its success. Because of this, the loan forgiveness determination occurs after project completion, and requires that IBank consult with the SGC and California Housing Finance Agency (CalHFA) on whether the project meets the required criteria. By integrating these entities into the final project review, the IBank will be able to leverage experts in sustainable development and housing finance to ensure that the criteria of the program have been met.

Fiscal Impact

Implementation of the bill will incur a one-time cost of approximately \$100 million to the General Fund (GF) to initially fund a meaningful loan program. Future ongoing costs of an unknown amount to backfill any forgiven debt to allow the program to continue to operate. Additionally, there are estimated to be one-time costs of approximately \$500,000 (GF) to develop criteria, priorities, and guidelines and set up the organizational structure for the forgivable housing loan program, and ongoing costs of approximately \$800,000 (GF) to fund 6 employees to manage the program, including 2 originating loan officers, an administering loan officer, a compliance officer, a program manager, and an administrative support position.

Support/Opposition

The bill is supported by the American Planning Association, California Chapter; California State Association of Counties (CSAC); City of Oakland; League of California Cities. It is opposed unless amended by the California Association of Realtors, which cites concerns with a deed restriction provision of the bill.

AB 2475 passed from the Assembly Housing and Community Development Committee on April 13, 2016 by 6-1 vote, and the Assembly Local Government Committee on April 20, 2016 by 5-2 vote. Currently the bill is on the Assembly Appropriations Committee suspense file scheduled to be taken up May 27, 2016.

The Legislative/Communications and Membership Committee (LCMC) at its May 16, 2016 meeting recommended the Regional Council adopt a support position consistent with board adopted policy and legislative priorities to provide additional resources and tools to local government to develop affordable housing, especially in consideration of the acute shortage of affordable housing throughout the region and the need to develop such housing in a manner consistent with achieving California's sustainability and climate goals.

ATTACHMENT:

None.

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: AB 2742 (Nazarian) – Transportation project P3s: Comprehensive Development Lease Agreements - SUPPORT

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Support

EXECUTIVE SUMMARY:

AB 2742 (Nazarian) extends, from January 1, 2017, to January 1, 2030, the sunset date of existing provision of law authorizing public-private partnership (P3) agreements for transportation. The Legislative/Communications and Membership Committee (LCMC), at its May 17, 2016 meeting, unanimously recommended support consistent with long-standing board adopted policy and legislative priorities.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

According to the American Society of Civil Engineers, 68% of California's roads are in poor or mediocre condition, putting California behind 43 other states. Transit is also in dire need of funding. In 2011, the California Transit Association found that the State's transit infrastructure faces a funding shortfall of approximately \$72 billion over the next decade. Further, lack of transit options and poor roadway conditions exacerbate the state's congestion problem, and California's metropolitan regions are among the nations most congested. The average annual number of hours lost to congestion by each motorist in California's largest urban areas is: 61 hours in LA, 61 hours in San Francisco/Oakland and 39 hours in San Jose. Car and truck congestion in California's major urban areas has highly significant impacts on the State's economy, which relies heavily on transportation infrastructure. Yet the state's transportation system is severely underfunded, lacks consistent revenue, and has not kept pace with the state's growing demands to move people and goods. Budget shortfalls and decreased gas tax revenues have led to the deterioration and unreliability of the transportation system, put greater pressure on deteriorating roads and highways, and undermines the state's ambitious environmental and air quality objectives.

REPORT

In view of the above described situation, the author has introduced this bill so that P3 agreements can continue as a viable option for state and regional transportation agencies to fund transportation infrastructure when other funds are not readily available. The bill would extend existing provisions of law enacted by SB 2X 4, (Cogdill)/Chapter 2, Statutes of 2009, authorizing Caltrans and regional transportation agencies to enter into an unlimited number of P3 agreements for a broad range of highway, road, and transit projects, through December 31, 2016.

The author asserts that P3s can be a powerful method to finance and accelerate delivery of much-needed transportation projects. A well designed P3 between a public agency and a private sector entity leverages the skills and assets of each to deliver a service or facility for the use of the general public as an alternative to the traditional state method of design-bid-build, with greater efficiency and less risk to the public agency partner. Private partners are hired by the state to design-finance-construct-operate-maintain the project for a certain number of years and therefore bear the upfront cost and risk. P3s have shown many advantages when constructing projects. In a 2012 report prepared by the non-partisan Legislative Analyst Office entitled “Maximizing State Benefits from Private Partnerships”, it states the number of benefits of successful P3s agreements include:

- Reducing risks to the state by transferring them to the private partner;
- Increasing price and schedule certainty;
- Creating more innovative design and construction techniques;
- Accelerating access to project financing;
- Freeing up public funds for other purposes.

The author asserts that extension of P3s will give California another tool in its toolbox to meet its ambitious transportation infrastructure goals and remain competitive in the global marketplace.

AB 2742 is supported by:

- Automobile Club of Southern California;
- American Council of Engineering Companies of California;
- Associated General Contractors;
- California Conference of Carpenters;
- California State Council of Laborers;
- California Transportation Commission;
- Los Angeles County Metropolitan Transportation Authority;
- Mobility 21;
- Orange County Business Council;
- Orange County Transportation Authority;
- Santa Clara Valley Transportation Authority;
- State Building and Construction Trades Council;
- Transportation Agency for Monterey County;
- Transportation California;
- United Contractors.

Opposition comes from organized labor:

- The Professional Engineers California Government (PECG) is opposed unless the bill is amended to clarify Caltrans' responsibilities for construction inspection, environmental review, and a variety of other functions;
- American Federation of State, County and Municipal Employees (AFSCME) and the California State Council of the Service Employees International Union (SEIU), object to P3s which by their nature shift certain work traditionally performed on highway projects by public employees to private sector employees.

AB 2742 passed Assembly Transportation Committee on April 11, 2016, by 13-0 vote and is referred to the Assembly Appropriations Committee. The bill is currently on the suspense file. The LCMC at its May 17, 2016 meeting unanimously recommended support of the bill consistent with long standing board adopted policy and legislative priority supporting P3s and innovative procurement methods to accelerate project delivery and efficiency.

ATTACHMENT:

None

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SB 885 (Wolk) – Construction Contracts: Indemnity - OPPOSE

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Oppose

EXECUTIVE SUMMARY:

SB 885 provides that a design professional, as defined, shall only have the duty to defend himself or herself from claims and lawsuits that arise out of, pertain to, or relate to, the negligence, recklessness, or willful misconduct of the design professional. This bill would apply to contracts entered into on or after January 1, 2017. This bill would significantly increase litigation and financial exposure for entities, including public agencies such as transportation commissions, which contract with design professionals by limiting the contractor's duty to defend claims against their projects. The Legislative/Communications and Membership Committee (LCMC) recommends an oppose position.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

Existing law provides that specified rules apply in the interpretation of indemnity contracts, including that an indemnity against claims, or demands, or liability embraces the costs of defense against such claims, demands, or liability. Existing law provides that the person indemnifying is bound, on request of the person indemnified, to defend actions or proceedings brought against the latter with respect to the matters embraced by the indemnity. However, the person indemnified has the right to conduct those defenses, if he or she chooses to do so.

Existing law also provides that a duty to defend under the above provisions arises out of an indemnity obligation as soon as the litigation commences, and regardless of whether the indemnitor (the person indemnifying) is ultimately found negligent. Existing law further states that, for all contracts entered into on or after January 1, 2007, with a public agency for design professional services, all provisions, clauses, covenants, and agreements affecting any such contract that purport to indemnify, including the duty and the cost to defend the public agency by a design professional against liability for claims against the public agency, are unenforceable, except for claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the design professional.

Existing law specifies, for purposes of the above provision, that "design professional" includes an individual licensed as an architect, and a business entity offering architectural services; an individual licensed as a landscape architect, and a business entity offering landscape architectural services; an individual registered as a professional engineer, and a business entity offering professional engineering services; an individual licensed as a professional land surveyor, and a business entity offering professional land surveying services.

This bill would specify, with certain exceptions, for construction contracts entered into on or after January 1, 2017, that a design professional only has the duty to defend himself or herself from claims or lawsuits that arise out of, or pertain or relate to, negligence, recklessness, or willful misconduct of the design professional. As amended, the bill would prohibit these provisions from being construed to affect any duty of a design professional to pay a reasonable allocated share of defense fees and costs with respect to claims and lawsuits alleging negligence, recklessness, or willful misconduct of the design professional. The bill would prohibit waiver of these provisions and would provide that any clause, covenant, or agreement contained in, collateral to, or affecting a contract that requires a design professional to defend claims or lawsuits against other persons or entities is void and unenforceable.

Discussion

The bill, as amended, at least partially upends long-standing contracting practices on public works projects. Sponsored by the American Council of Engineering Companies (ACEC), SB 885 would significantly increase litigation and financial exposure for entities that contract with design professionals by limiting the contractor's duty to defend claims against their projects. The sponsors argue it is unfair for a design professional to be required to defend other parties involved in a project. In practice, industry-standard indemnity agreements require the entire project team to defend against litigation. California courts have upheld that design professionals are subject to the same duties to defend lawsuits as all other parties who sign indemnity agreements with a project owner, such as for example the building of a major public works project by a transportation commission.

SCAG's partner transportation commissions and other local public entities rely heavily on the private sector for design services; which can and do provide many benefits to the commissions, including cost savings, efficiencies, and risk transfer. SB 885 would diminish these benefits of contracting for design services by requiring, essentially, that taxpayers accept the costs and risks of defending a private design professional's work and then, potentially, initiating further litigation to recoup those costs from the design professional. Bill provisions effectively require project owners to stand-in to defend the contractor's work, creating legal special treatment for a certain type of company and leading to inequity in who is responsible for defending lawsuits.

There are a large number of entities on record in support and opposition to this bill – hundreds of entities in total. Generally those in support are numerous design, engineering, architectural and related consulting firms. In opposition are many public entities including but not limited to CSAC, Self-Help Counties Coalition, and many individual cities, public utilities, transportation commissions, water districts, and building trade associations. A complete list of on-record support/opposition can be accessed at the following link: http://www.leginfo.ca.gov/pub/15-16/bill/sen/sb_0851-0900/sb_885_cfa_20160502_142115_sen_comm.html

REPORT

SB 885 passed the Senate Judiciary Committee on May 3, 2016, by 6-0 vote. It is ordered to Senate 3rd reading file.

The Legislative/Communications and Membership Committee (LCMC), at its May 17, 2016 meeting, recommended that the Regional Council adopt an oppose position on the bill in recognition of the likelihood that its provisions would inevitably raise, rather than lower, public costs to develop needed infrastructure projects by allowing design professionals to opt out of jointly defending with all other project participants claims against their projects except for those claims that pertain or relate to negligence, recklessness, or willful misconduct of the design professional. Consistent with adopted legislative priorities supporting project acceleration and efficient delivery, LCMC recommends an oppose position to this bill which, if passed, will likely effect an opposite policy outcome.

ATTACHMENT:

None

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DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SJR 22 (Hueso) – Calexico West Land Port of Entry Project: Funding - SUPPORT

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Support

EXECUTIVE SUMMARY:

Senate Joint Resolution 22 (Hueso) would urge Congress to appropriate \$248 million in funding as proposed by the President's Fiscal Year 2017 Budget to complete Phase II of the Calexico West Land Port of Entry Reconfiguration and Expansion project, due to the benefits the improvements of this project will have on the nation's economy. As a major land port of entry in the SCAG region, essential to meeting the growing demand for goods flowing into and out of the region from Mexico, staff recommends formal support of this Joint Resolution calling upon the Congress to pass continued funding of the Calexico West Land Port of Entry project.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

Phase I of the Expansion of the Calexico West Land Port of Entry project is currently underway and is expected to be completed in 2018. The current facility's physical infrastructure, built in 1974, is undersized relative to existing traffic loads. To increase vehicle and pedestrian capacity and support the Department of Homeland Security's ability to execute its rapidly changing mission, the U.S. General Services Administration (GSA) is reconfiguring and expanding the existing port.

Phase I of the project provides additional vehicular throughput, both northbound and southbound; ten new state-of-the-art northbound inspection lanes; five new southbound inspection lanes; secondary inspection areas serving the new northbound and southbound lanes; a command center; a bridge carrying southbound traffic across the New River before entering Mexico; and, as a U.S. General Services Administration (GSA) Design Excellence project, includes a number of sustainability features designed to reduce the port's overall environmental footprint.

Phase II will ensure completion of the project, which will improve domestic supply chains, strengthen national security, reduce the Port's carbon footprint, and facilitate economic growth, not only for the Imperial County and California but for the entire nation. The project will include additional site-work, an expanded pedestrian processing facility, administrative offices, and six additional northbound POV inspection lanes. These facilities will reduce northbound vehicle queues and wait times to cross the border, and lower idling times overall for drivers and reduce emissions.

Additionally, the modernized facilities associated with Phase II expansion will allow the land port to better accommodate current and future demands and implementation of border security initiatives, such as the Western Hemisphere Travel Initiative (WHTI), the United States Visitor and Immigrant Status Indicator Technology program (US-VISIT), and the Secure Border Initiative (SBI). The renovated and expanded Calexico West LPOE will also reflect the important economic and cultural relationship between the U.S. and Mexico. Mexico is currently the U.S.'s third largest goods trading partner with \$507 billion in total goods trade during 2013, with goods exports totaled \$226 billion and goods imports that totaled \$280 billion. The General Accountability Office and the Department of Homeland Security estimate that \$6 billion in border infrastructure is needed to fulfill its mission of preventing unlawful entry and smuggling while facilitating legitimate trade and tourism.

The Legislative/Communications and Membership Committee (LCMC) at its May 17, 2016 meeting recommended that the Regional Council adopt a support position of SJR 22 consistent with SCAG's adopted 2016 legislative priorities supporting funding of projects that enhance the region's goods movement infrastructure, including critically needed infrastructure enhancements along California's high volume freight corridors.

SJR 22 passed the California Senate on April 28, 2016 by 37-0 vote. It is referred in the Assembly to the Assembly Committee on Jobs, Economic Development, and the Economy, with no hearing scheduled.

ATTACHMENT:

None

DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey, Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SCAG Memberships & Sponsorship

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve

EXECUTIVE SUMMARY:

The Legislative/Communications & Membership Committee (LCMC) met on May 17, 2016 and recommended approval of up to \$82,186 in sponsorships for the: 1) METRANS Transportation Center Associates Program (\$25,000); 2) California Contract Cities Association (\$5,000); 3) National Association of Regional Councils (\$30,000); 4) FuturePorts (\$5,000); 5) Eno Center for Transportation (\$11,500); and 6) American Public Transportation Association (\$5,686). In addition, the LCMC recommended approval of up to \$5,000 in sponsorships for the University of California, Los Angeles Luskin Senior Fellows Leadership Program.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

MEMBERSHIPS

1) METRANS Transportation Center Associates Program – \$25,000

The METRANS Transportation Center is one of the key transportation research, education, and outreach centers in the United States. With its focus on solving transportation problems of large metropolitan areas, it has used Southern California as a laboratory and developed methods to increase the efficiency and sustainability of the region's transportation systems. As a partnership of two of the largest universities in the region—University of Southern California (USC) and California State University, Long Beach (CSULB)—the Center trains the region's transportation professionals in engineering, urban planning, logistics, economics and public policy. Through conferences, workshops, and comprehensive media programs, METRANS serves as the regional focus for research dissemination and policy outreach. METRANS is a United States Department of Transportation-designated University Transportation Center.

The METRANS Associates Program provides the core support for METRANS. It serves as a model of collaboration between the University community, corporations, and government agencies who come together to study emerging trends and forecasts in goods movement and international trade, discuss relevant and timely developments in transportation policy, and share best practices in the field. METRANS Associates enjoy unparalleled access to USC and CSULB faculty and other policy experts and leaders in transportation. Additionally, METRANS Associates receive access to exclusive educational opportunities and outreach programming that explore timely and relevant topics in transportation, and provide access to an elite network of professionals working in the field. METRANS Associates also have access to the intellectual capital provided by graduate students and faculty at USC and CSULB, who are available to assist with a variety of planning and analysis projects within transportation.

SCAG staff is recommending that the agency maintain membership at the “Silver Partner” level in the amount of \$25,000, which will provide SCAG with the following:

- Membership on the METRANS Advisory Board;
- Invitation to the Annual Transportation Policy Retreat;
- Invitation to quarterly transportation policy Fireside Chats with USC and CSULB faculty and other leading transportation experts;
- Half page feature in METRANS quarterly newsletter, METRANS News;
- Free registration at all METRANS/CSULB Center for International Trade and Transportation (CITT) events, including the National Urban Freight Conference;
- Recognition as METRANS Associate Silver Partner and Sponsor at all METRANS/CITT events, including the National Urban Freight Conference, Town Hall meetings, and the annual Seminar Series;
- Invitation to all VIP receptions held in conjunction with METRANS/CITT events; and
- Recognition on METRANS website and other communication materials.

SCAG has supported METRANS over the past several years by being a sponsor of the National Urban Freight Conference. With this enhanced partnership with METRANS, SCAG would no longer need to sponsor that event as its benefits, as well as registration, are included with the overall membership of the METRANS program. SCAG has written many letters of support on their behalf, which have contributed to their success in competing for state and federal research grants. In addition, METRANS has supported SCAG activities in the past, and a number of former interns at SCAG were from the METRANS Transportation Center.

2) **California Contract Cities Association – \$5,000**

California Contract Cities Association (CCCA) is a network of member cities united for a common cause. The general purpose of CCCA is to serve as a rallying point for cities contracting for municipal services to insure constituents the best service at the minimum cost. Through municipal seminars, education, exchange of ideas and information, the association combines resources to influence policy decisions affecting member cities. The California Contract Cities Association’s Associate Members Program fosters mutually beneficial public/private partnerships, and for many years, member cities have been using public/private partnerships to provide the essential public services that make cities even better for the benefit of their communities. The Associate Members

Program formalizes these relationships and provides an open networking platform for businesses, non-profit organizations, member cities' local elected officials, and city decision-makers to collectively conquer the unique challenges facing contract cities.

SCAG staff is recommending that the agency maintain membership at the "Silver" level in the amount of \$5,000, which will provide SCAG with the following:

- An opportunity to attend monthly CCCA Board of Directors Meetings (meal cost included for one (1) company representative);
- Link to SCAG website in Associate Members Directory on CCCA website;
- Sponsor recognition (including signage) at educational seminars;
- Access to CCCA membership roster and conference registration lists.
- One (1) registration at the Annual Municipal Seminar;
- Participation on the Associate Members Program Steering Committee; and
- Access to select CCCA City Managers/Administrators Committee meetings.

3) National Association of Regional Councils (NARC) – \$30,000

NARC is the leading advocate for Metropolitan Planning Organizations (MPO) based out of Washington, DC. NARC serves as the national voice for regionalism by advocating for regional cooperation as the most effective way to address a variety of community planning and development opportunities and issues. NARC's member organizations are composed of multiple local governments that work together to serve American communities – large and small, urban and rural. They regularly provide solutions that positively impact American communities through effective inter-jurisdictional cooperation. SCAG has been an active member of NARC throughout the years and recommends continuing to do so as this organization is consistent with SCAG core responsibilities and adopted Mission.

The annual dues are \$30,000. As a national public interest organization, NARC works with and through its members to:

- Shape federal policy that recognizes the increased value of local intergovernmental cooperation;
- Advocate effectively for the role of regional councils in the coordination, planning, and delivery of current and future federal programs;
- Provide research and analysis of key national issues and developments that impact members; and
- Offer high quality learning and networking opportunities for regional organization through events, training, and technical assistance.

4) FuturePorts– \$5,000

FuturePorts was established in 2005 and serves as a voice for their members in the goods movement supply chain in order to advocate for balance between business, environment, and community concerns at the San Pedro Bay Ports (Ports of Los Angeles and Long Beach). Their members represent the entire goods movement supply chain, including businesses that support the goods movement industry, as well as labor and trade unions that work at the ports. Their objective is to ensure a healthy economic and environmental future supporting green growth at the ports. In the ten

years since it was founded, FuturePorts has positioned itself as a leader in the movement for rational and balanced growth, representing business interests at both the Ports of Los Angeles and Long Beach commission meetings; Los Angeles and Long Beach city council meetings; public hearings; and other community events. They write letters, provide outreach, and engage the support of other business organizations and stakeholders as we work toward common goals of growing and greening our ports.

SCAG has been a sponsor of the annual FuturePorts conference in the past, but the growing importance of goods movement to the Southern California economy is making it increasingly necessary for the agency to maintain its ability to effectively participate in dialogue and discussion on such an important facet of the region's economy.

SCAG staff is recommending that the agency maintain membership at the "Commodore" level in the amount of \$5,000, which will provide SCAG with the following:

- \$1,500 credit to apply to event sponsorships (e.g. one event at \$1,500 or two events at \$750);
- Full color logo listing on website member directory;
- Full color logo in member logo block on website homepage;
- Reduced registration fees for FuturePorts events;
- Free attendance for FuturePorts "VIP" events; and
- Name on all printed materials.

5) **Eno Center for Transportation– \$11,500**

The Eno Center for Transportation's mission is to seek continuous improvement in transportation and its public and public private leadership in order to increase the system's mobility, safety, and sustainability. Eno works across all modes of transportation, with the mission of cultivating creative and visionary leadership for the sector. They pursue this mission by supporting activities in their Center for Transportation Policy (CTP) and their Center for Transportation Leadership (CTL).

With the expiration of the Moving Ahead for Progress in the 21st Century Act (MAP-21), it is essential that the agency is proactive and contributes to the development of the next surface transportation reauthorization bill. Eno's Board of Directors includes executives from The Boeing Company, Parsons Brinkerhoff, and Mineta and Associates, as well as former executives from Maersk and AECOM.

SCAG staff is recommending that the agency maintain membership at the "Gold Connector" level in the amount of \$11,500, which will provide SCAG with the following:

- Ten (12) complimentary subscriptions to Eno Transportation Weekly (ETW);
- Complimentary half-page color advertisement in ETW;
- Opportunity to contribute relevant articles to ETW;
- Exclusive participation in Eno Working Group projects;
- One (1) "Signature" sponsorship table at Eno's Annual Future Leaders Development Conference Fundraising Dinner;
- Six (6) daily rate tuition waivers for Eno Center for Transportation Leadership training courses;

- Special membership discounts to events, training courses and publications;
- Priority access to limited-space events and webinars;
- Access to member-only content via Member Portal;
- Job and RFP viewing and posting permission on Eno Career and Workforce Center;
- Access to online Membership Directory
- Monthly Member-only expert-led Policy Calls on current and breaking news events, policy, and legislation;
- Access to the Eno Transportation Library; and
- Discounted fees for specialized Eno services (e.g., consultation, facilitation, resource support, custom reports, technical assistance, etc.).

6) **American Public Transportation Association– \$5,686**

The American Public Transportation Association (APTA) is a leading force in advancing public transportation. APTA members include transit systems, government agencies, manufacturers, suppliers, consulting firms, contractors, and other business partners. To strengthen and improve public transportation, APTA serves and leads its diverse membership through advocacy, innovation, and information sharing. An annual membership provides SCAG with access to the highest-quality tools, resources, and programs, including advocacy efforts, networking and partnership opportunities, the latest industry research and data, and professional development. These benefits are valuable in light of recent and continued work in Congress on the next federal transportation reauthorization bill.

SPONSORSHIP

7) **University of California, Los Angeles Luskin Senior Fellows Leadership Program - \$5,000**

As the premier leadership training program of the University of California, Los Angeles (UCLA) Luskin School of Public Affairs, the mission of the Senior Fellows Leadership Program is to engage prominent leaders as role models for graduate students from Public Policy, Social Welfare, and Urban Planning. Students who are selected to participate in the Senior Fellows Leadership Program are accepted into the Luskin Leadership Initiative and will be assigned to a Senior Fellow as a mentor. Throughout their academic program, UCLA Luskin students are prepared to accept leadership roles and effect change as practitioners, researchers, and policymakers in the public, private, and non-governmental sectors. Senior Fellows enhance students' leadership and professional development skills while engaging in a mentor relationship with policy makers, business professionals, nonprofit executives, and community leaders.

SCAG has a long and successful history of collaboration with UCLA. SCAG staff is recommending that the agency participate at the “Event Sponsor” level in the amount of \$5,000, which will provide SCAG with the following

- Invitation for two (2) guests to attend the annual Senior Fellows launch breakfast, with premier table placement;
- Special recognition in breakfast remarks from podium, and in any printed materials;
- Additional invitations to special Senior Fellows programs and seminars throughout the year;

REPORT

- VIP invitations to UCLA Luskin special events; and
- Recognition in UCLA Luskin's annual donor honor roll.

FISCAL IMPACT:

\$87,186 for memberships and sponsorship is included in the approved FY 15-16 General Fund budget.

ATTACHMENTS:

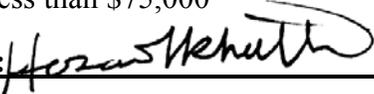
None.

DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only - No Action Required.

STRATEGIC PLAN:
This item supports SCAG'S Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

BACKGROUND:

SCAG executed the following Purchase Orders (PO's) between \$5,000 and \$200,000

| <u>Vendor</u> | <u>PO Purpose</u> | <u>PO Amount</u> |
|---------------------------------|--|------------------|
| Typecraft, Wood and Jones, Inc. | 2016 RTP/SCS Report Printing | \$20,055 |
| ACE Commercial, Inc. | 2016 General Assembly Program Booklet Printing | \$9,151 |
| IML US, Inc. | Voting Units and Technical Support for 2016 General Assembly | \$7,230 |
| CDW Government, Inc. | Adobe Meeting Connect Software Renewal | \$7,188 |
| B & H Photo Video | Camera & Photo Equipment | \$6,877 |
| Innovative Exposition, Inc. | Registration Counters and Signage for 2016 General Assembly | \$6,796 |
| Public Identity, Inc. | 2016 General Assembly Promotional Items | \$5,257 |
| Dell Marketing | Touch Monitors | \$5,225 |

SCAG executed the following Contracts between \$25,000 and \$200,000

| <u>Consultant/Contract #</u> | <u>Contract's Purpose</u> | <u>Contract Amount</u> |
|--------------------------------|---|------------------------|
| KOA Corporation (16-014-C1) | The consultant shall provide the development of a Huntington Drive Safe Streets Corridor Plan (Plan), which will address safe routes to schools and active transportation issues and options. The Plan will help further the 2016-2040 Regional Transportation Plan / Sustainable Communities Strategy's goal of ensuring travel safety and reliability for all people in the region. | \$142,919 |



REPORT

SCAG executed the following Contracts between \$25,000 and \$200,000

| <u>Consultant/Contract #</u> | <u>Contract's Purpose</u> | <u>Contract Amount</u> |
|---|--|-------------------------------|
| One Eighteen Advertising, Inc. (16-015-C1) | The consultant shall assist SCAG with redesigning the SCAG logo. | \$49,863 |

SCAG executed the Amendment between \$5,000 and \$74,999

| <u>Consultant/Contract #</u> | <u>Amendment's Purpose</u> | <u>Amendment Amount</u> |
|-------------------------------------|-----------------------------------|--------------------------------|
| N/A | N/A | N/A |

ATTACHMENT:
Contract Summaries



CONSULTANT CONTRACT 16-014-C1

Recommended Consultant: KOA Corporation

Background & Scope of Work: The consultant shall provide the development of a Huntington Drive Safe Streets Corridor Plan (Plan), which will address safe routes to schools and active transportation issues and options. The Plan will help further the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy's goal of ensuring travel safety and reliability for all people in the region.

Project's Benefits & Key Deliverables: The project's benefits and key deliverables include, but are not limited to:

- A plan that includes possible designs, recommendations, and development standards for improved road safety and operations, pedestrian, bicycle and transit facilities, and enhanced safety features and streetscapes;
- Prioritized recommendations for implementation and potential funding sources;
- Implementation of recommendations resulting in improved conditions for walking and bicycling to schools, businesses, and residences located in close proximity to the Huntington Drive corridor.

Strategic Plan This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

| | | |
|-------------------------|------------------------------------|------------------|
| Contract Amount: | Total not-to-exceed | \$142,919 |
| | KOA Corporation (prime consultant) | \$88,304 |
| | Safe Moves (subconsultant) | \$54,615 |

Note: KOA Corporation originally proposed \$149,624, but staff negotiated the price down to \$142,919 without reducing the scope of work.

Contract Period: March 23, 2016 through March 23, 2019

Project Number: 145.SCG03831C.01 \$35,000
Funding source: Federal Transit Administration (FTA 5304 - Consolidated Planning Grant - CPG)
Funding of \$95,000 is available in the FY 2016-17 budget and the remaining \$12,919 is expected to be available in the FY 2017-18 budget, both subject to budget availability.

Request-for-Proposal (RFP): SCAG staff notified 1,792 firms of the release of RFP 16-014-C1 via SCAG's Solicitation Management System. A total of 24 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

| | |
|--|------------------|
| KOA Corporation (1 subconsultant) | \$149,624 |
|--|------------------|

After receiving only one proposal, staff surveyed 23 firms that downloaded the RFP to determine why each did not submit a proposal. Three (3) firms responded to staff's inquiry, which disclosed the main reasons these firms did not respond were insufficient staff resources, the inability to team-up with a prime consultant and lack

of familiarity with the City of San Marino. Note staff advertised the RFP four (4) weeks as required by SCAG's Procurement Manual (Section 6.6.3)

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposal, the PRC interviewed the firm.

The PRC consisted of the following individuals:

Courtney Aguirre, Senior Regional Planner, SCAG

Jasmin Elepano, Administrative Analyst, City of San Marino

Daniel Kopulsky, Chief, Regional Planning/Goods Movement, Caltrans, District 7

Chris Vogt, Interim Parks & Public Works Director, City of San Marino

Basis for Selection: The PRC recommended KOA Corporation for the contract award because the consultant:

- Proposed a realistic price to perform all of the scope of work;
- Demonstrated significant relevant experience preparing corridor studies including: traffic data research, conducting parking surveys and traffic forecasts, assessing project alternatives, and developing streetscape design concepts. In addition, KOA demonstrated significant relevant active transportation planning experience that included feasibility studies, field reconnaissance, digital mapping, accident analysis, volume counts, cost estimates and selection of routes; and
- Demonstrated an excellent understanding of the proposed scope of work by recognizing that the project would include elements of the Safe Routes to School and corridor planning projects, and KOA provided examples of how it would ensure stakeholders were involved in the development of the plan. KOA also recognized the importance of conducting the bulk of outreach during the school year, when students, parents, and teachers were more apt to be engaged. Further, KOA clearly described how it would conduct outreach to local businesses and other relevant stakeholders. KOA recognized the importance of achieving community consensus on the plan's recommendations.

CONSULTANT CONTRACT 16-015-C1

| | | | | | | | | | |
|--|---|--|-----------------|-------------------------------------|----------|----------------------------------|-----------|-----------------------------------|-----------|
| Recommended Consultant: | One Eighteen Advertising, Inc. | | | | | | | | |
| Background & Scope of Work: | The Southern California Association of Governments (SCAG) is seeking a qualified Marketing and Strategic Communications Consultant to design, develop and execute an updated agency logo. The most recent SCAG logo was adopted in 1996, nearly 20 years ago. This year marks the 50th anniversary of the agency. SCAG has had many accomplishments over the past five decades, but in more recent years, has raised its profile as a convener of the region's many elected, community and business leaders, while promoting collaboration to address some of Southern California's toughest public policy issues. SCAG is continually educating, building partnerships and providing valuable services to its member cities. As such, a logo refresh should provide an opportunity to promote the agency's current vision. | | | | | | | | |
| Project's Benefits & Key Deliverables: | The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• A redesigned SCAG logo | | | | | | | | |
| Strategic Plan | This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective b: Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process. | | | | | | | | |
| Contract Amount: | Total not-to-exceed \$49,863 One Eighteen Advertising (prime consultant) | | | | | | | | |
| Contract Period: | January 22, 2016 through June 30, 2016 | | | | | | | | |
| Project Number: | 090-0148B.01 \$44,143 090-148E.01 \$5,720 Funding sources: Consolidated Planning Grant (CPG) Federal Transit Administration (FTA) Transportation Development Act (TDA) | | | | | | | | |
| Request-for-Proposal (RFP): | SCAG staff notified 896 firms of the release of RFP 16-015-C1 via SCAG's Solicitation Management System. A total of 30 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation: <table style="width: 100%;"><tr><td>One Eighteen Advertising (prime consultant)</td><td style="text-align: right;">\$49,863</td></tr><tr><td>Boardwalk, Inc. (No subconsultants)</td><td style="text-align: right;">\$24,075</td></tr><tr><td>Sensis, Inc. (No subconsultants)</td><td style="text-align: right;">\$122,994</td></tr><tr><td>Build N Blaze (No subconsultants)</td><td style="text-align: right;">\$241,376</td></tr></table> | One Eighteen Advertising (prime consultant) | \$49,863 | Boardwalk, Inc. (No subconsultants) | \$24,075 | Sensis, Inc. (No subconsultants) | \$122,994 | Build N Blaze (No subconsultants) | \$241,376 |
| One Eighteen Advertising (prime consultant) | \$49,863 | | | | | | | | |
| Boardwalk, Inc. (No subconsultants) | \$24,075 | | | | | | | | |
| Sensis, Inc. (No subconsultants) | \$122,994 | | | | | | | | |
| Build N Blaze (No subconsultants) | \$241,376 | | | | | | | | |
| Selection Process | The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC did not conduct interviews because the proposals contained sufficient information on which to base a contract award. | | | | | | | | |

The PRC consisted of the following individuals:

Benjamin Roxton, Graphics Services Manager, Caltrans District 7

Jeff Liu, Manager of Media & Public Affairs, SCAG

Darin Chidsey, Dir. Of Strategy, Policy & Public Affairs, SCAG

Basis for Selection

The PRC recommended One Eighteen Advertising Inc. for the contract award because the consultant:

- Proposed the lowest most realistic price to perform the Scope of Work;
- Demonstrated the best capability to perform under the terms and conditions of the RFP. Their technical approach was the most innovative and showed their branding strategies will be supported by appropriate data; and
- Submitted the best work samples.

Although other firm(s) proposed a lower price(s), the PRC did not recommend this/these firm(s) for contract award because this firm(s):

- Did not clearly demonstrate a sufficient level of effort, primarily in the form of staff hours, to satisfactorily complete the tasks in the Scope of Work; and
- Did not demonstrate the same level of creativity and innovation within their proposed technical approach. Proposed approach, particularly on economics task, focused mainly on retail opportunities and did not represent a good value.

DATE: June 2, 2016

TO: Regional Council (RC)
Executive/Administration Committee (EAC)
Community, Economic & Human Development (CEHD) Committee
Energy and Environment Committee (EEC)
Transportation Committee (TC)

FROM: Huasha Liu, Director, Land Use and Environmental Planning, 213-236-1838,
liu@scag.ca.gov

SUBJECT: Cap-and-Trade/Greenhouse Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Update

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only – No Action Required.

EXECUTIVE SUMMARY:
In the second round of the Cap-and-Trade Affordable Housing Sustainable Communities (AHSC) statewide competitive grant program, twenty-one (21) project applicants in the SCAG region were invited by the Strategic Growth Council (SGC) to submit a full application out of the thirty-six (36) concept applications submitted from the region. The full applications are due to SGC on June 20, 2016. SGC plans to announce the final awards in September 2016. SCAG has formed a Cap-and-Trade Assistance Team comprised of staff and consultants to assist applicants to prepare high quality and competitive full applications.

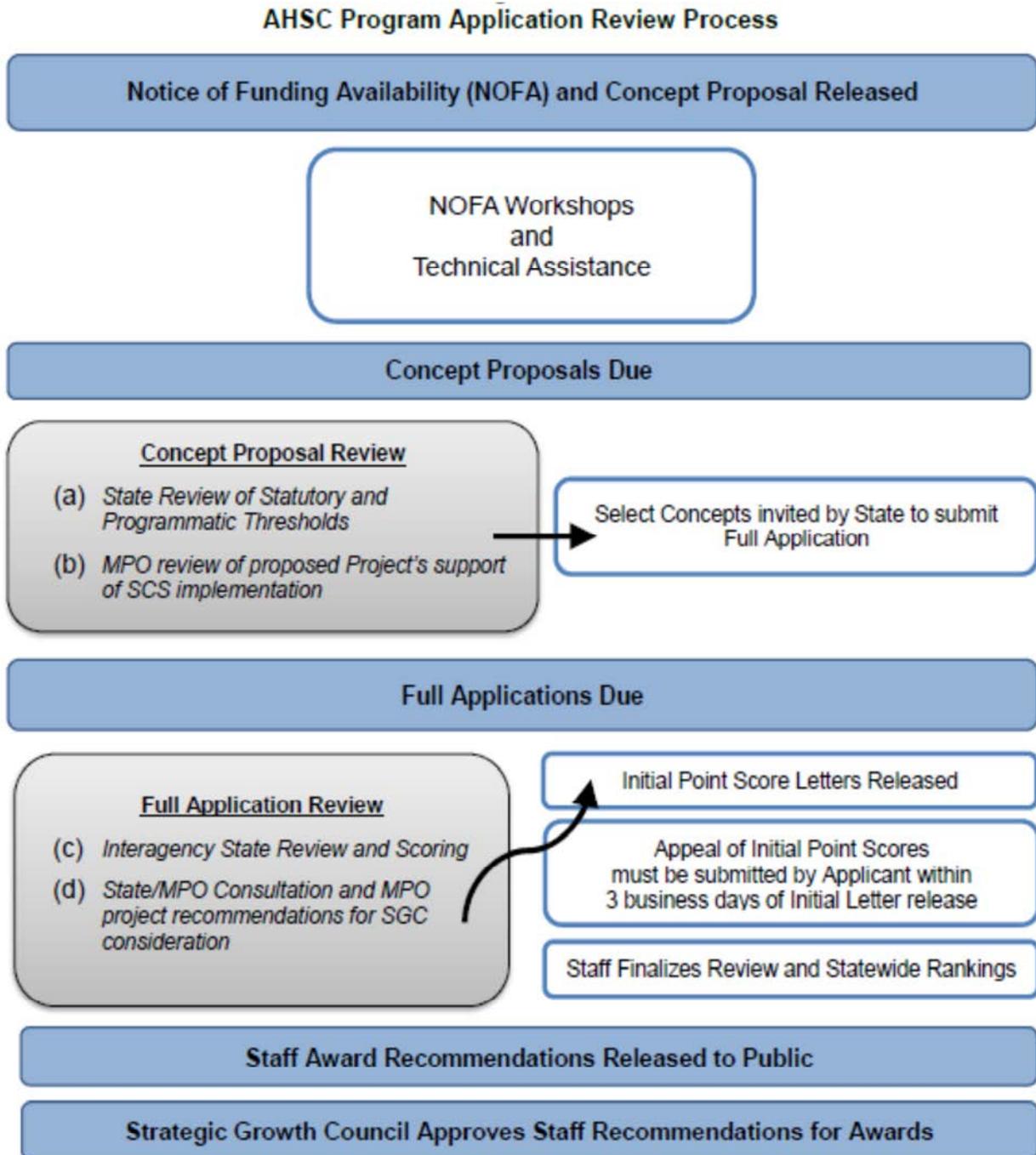
STRATEGIC PLAN:
This item supports SCAG's Strategic Plan; Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:
Through the State budget process, Cap-and-Trade auction proceeds are appropriated from the Greenhouse Gas Reduction Fund (GGRF) to State agencies and programs. The SGC is administering the competitive AHSC program, which is intended to further the regulatory purposes of AB 32 and SB 375 by investing GGRF proceeds in projects that reduce greenhouse gas emissions through more compact, infill development patterns, integrating affordable housing, encouraging active transportation and mass transit usage, and protecting agricultural land from sprawl development. For the 2015-2016 fiscal year, SGC and the California Department of Housing and Community Development (HCD) announced that \$320 million of funding would be available for the AHSC program Statewide.

SB 862 provides that SGC "shall coordinate with the metropolitan planning organizations (MPO) and other regional agencies to identify and recommend projects within their respective jurisdictions that best

REPORT

reflect the goals and objectives of this division.” Table 1 illustrates the overall AHSC application review process, including where in the process MPO coordination takes place.



Applications

Concept applications were due to SGC on March 16, 2016. On March 24, SGC forwarded SCAG staff thirty-six (36) concept applications to review whether the proposed project supports the implementation of the Sustainable Communities Strategy (SCS). By county, Los Angeles County was represented by twenty-four (24) submittals, followed by Ventura County with five (5) submittals, and Imperial County, Orange County, and San Bernardino County with two (2) each, and Riverside County with one (1). The total amount requested by all 36 concept applications was \$310.5 million.

The SCAG staff Evaluation Team thereafter reviewed the 36 projects and found all except one would support the implementation of the SCS. Upon review, one application was not recommended because the proposed project did not help implement the SCS. SCAG staff then provided an update of the concept application review to the CEHD Committee on April 7, 2016 and forwarded recommendations to SGC on April 12.

On May 2, 2016, SGC shared with SCAG staff the list of selected applicants invited to submit a full application. Across the SCAG region, seventeen (17) projects were initially selected. SCAG staff provided an update on the full application invitations information to the Regional Council at its May 5, 2016 meeting. On May 16, 2016, SGC announced that four (4) additional concept applications have been invited to submit a full application. Los Angeles County is represented by twelve (12) invitations, followed by Ventura County with four (4), Imperial County and San Bernardino County with two (2) each, Orange County with one (1), and Riverside County with none. The total requested funding for the twenty-one (21) projects invited to submit a full application is \$195.8 million.

Statewide, one hundred and thirty (130) concept applications requesting \$1.1 billion in funds were submitted. According to the most recent information disseminated by SGC on May 16, eighty-five (85) projects requesting a total of \$789.9 million were invited to submit a full application. While SGC has shared the number of invited projects and total amount requested by MPO, it has not publicly shared information on concept applications submitted by MPO or information on individual projects.

Technical Assistance

SCAG has formed a Cap-and-Trade Assistance Team including twelve (12) staff members and four (4) consultant firms, with its mission to assist successful applicants to prepare high quality full applications. Technical assistance has been offered to all applicants and includes grant narrative development, greenhouse gas (GHG) reduction quantification, provision of data, partnership development, and mapping. SCAG sponsored consultation sessions with SGC and other state staff on May 23, 2016 in Los Angeles, and the majority of final applicants attended in order to maximize available support. Numerous calls and meetings with most applicants have already taken place, and additional consultations are being scheduled well in advance of the final application deadline. Moreover, SCAG is coordinating with other technical assistance providers in the region such as LA Thrives, the Annenberg Foundation, and Enterprise Community Partners to maximize benefits to regional stakeholders.

SCAG staff will review full applications and will be guided by Evaluation Criteria adopted by the Regional Council as needed at its March 3, 2016 meeting. The criteria are based on the 2012 RTP/SCS

REPORT

strategies, reflecting both the most recently adopted RTP/SCS at the time the AHSC Notice of Funding Availability (NOFA) was released, as well as the SCAG Sustainability Grant Program Call for Projects criteria. The approved AHSC criteria will help staff identify competitiveness of the applications, if necessary.

Next Steps

Full applications are due to SGC on June 20, 2016. Full application review by SGC is scheduled between late-June and August 2016. Awards will be announced by SGC in September 2016. SCAG staff will provide updates to the Regional Council, Policy Committees, and Technical Working Group on the status of the applications as information becomes available.

FISCAL IMPACT:

Work associated with this item is included in the Fiscal Year 2015-2016 Overall Work Program (WBS Number 16-080.SCG00153.04: Regional Assessment).

ATTACHMENT:

Summary of AHSC concept and Invited Full Applicants, By Jurisdiction

Summary of AHSC Concept and Invited Full Applicants, by Jurisdiction

| | Concept Applications | | Invited Applicants | | | Invited Full ICP Applications | | Invited Full TOD Applications | |
|--|----------------------|----------------------|--------------------|----------------------|----------------------------|-------------------------------|---------------|-------------------------------|---------------|
| City | Number of projects | Requested Funding | Number of projects | Requested Funding | % of total invited funding | Funding | % | Funding | % |
| Imperial County | | | | | | | | | |
| Calexico | 1 | \$8,925,301 | 1 | \$8,925,301 | 4.6% | \$8,925,301 | 7.8% | | |
| El Centro | 1 | \$7,360,132 | 1 | \$7,360,132 | 3.8% | \$7,360,132 | 6.5% | | |
| Los Angeles County | | | | | | | | | |
| Los Angeles | 15 | \$144,525,798 | 9 | \$87,189,122 | 44.5% | \$23,078,771 | 20.2% | \$64,110,351 | 78.3% |
| Long Beach | 2 | \$34,048,734 | 1 | \$17,723,734 | 9.0% | | | \$17,723,734 | 21.7% |
| Palmdale | 1 | \$12,632,161 | 1 | \$12,632,161 | 6.4% | \$12,632,161 | 11.1% | | |
| South Gate | 1 | \$2,570,520 | 1 | \$2,570,520 | 1.3% | \$2,570,520 | 2.3% | | |
| Baldwin Park | 1 | \$5,000,000 | 0 | | | | | | |
| Glendale | 1 | \$2,000,000 | 0 | | | | | | |
| Pasadena | 1 | \$5,521,890 | 0 | | | | | | |
| Pomona | 1 | \$1,100,000 | 0 | | | | | | |
| South El Monte | 1 | \$18,386,565 | 0 | | | | | | |
| Orange County | | | | | | | | | |
| Santa Ana | 1 | \$12,028,626 | 1 | \$12,028,626 | 6.1% | \$12,028,626 | 10.5% | | |
| Huntington Beach | 1 | \$1,724,440 | 0 | | | | | | |
| Riverside County | | | | | | | | | |
| Riverside | 1 | \$6,407,684 | 0 | | | | | | |
| San Bernardino County | | | | | | | | | |
| Loma Linda | 1 | \$15,012,624 | 1 | \$15,012,624 | 7.7% | \$15,012,624 | 13.2% | | |
| Montclair, Upland, Rancho Cucamonga, Fontana, Rialto, City of San Bernardino | 1 | \$6,598,973 | 1 | \$6,598,973 | 3.4% | \$6,598,973 | 5.8% | | |
| Ventura County | | | | | | | | | |
| Moorpark | 1 | \$3,721,717 | 1 | \$3,721,717 | 1.9% | \$3,721,717 | 3.3% | | |
| Oxnard | 2 | \$11,312,276 | 2 | \$11,312,276 | 5.8% | \$11,312,276 | 9.9% | | |
| San Buenaventura | 1 | \$10,777,571 | 1 | \$10,777,571 | 5.5% | \$10,777,571 | 9.5% | | |
| Santa Paula | 1 | \$800,000 | 0 | | | | | | |
| Total | 36 | \$310,455,012 | 21 | \$195,852,757 | 100.0% | \$114,018,672 | 100.0% | \$81,834,085 | 100.0% |

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REPORT

DATE: June 2, 2016

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer; (213) 236-1817; panas@scag.ca.gov

SUBJECT: CFO Monthly Report

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only-No Action Required.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan Goal, 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

CALTRANS AUDIT:
Caltrans recently informed SCAG that a team of auditors would come on site to perform an incurred cost audit and an Indirect Cost Allocation Plan Audit. The audit began on May 11th and will continue for several months. SCAG was overdue for an audit as Caltrans had not conducted one in about ten years. The auditors are interviewing staff and elected officials as part of their procedures and will evaluate SCAG's internal controls and grant billing practices. The final report may be issued around December, 2016.

BUDGET & GRANTS (B&G):
In April 2016, B&G staff received comments from Caltrans and Federal Highway Administration (FHWA) on the Fiscal Year (FY) 2016-17 Draft Overall Work Program (OWP). The Federal Transit Administration (FTA) had no comments. The comments received from Caltrans and FHWA were related to clarifying the work plan and were incorporated into the Final OWP.

On May 5, 2016, the Regional Council adopted the FY 2016-17 Comprehensive Budget which included the OWP, General Fund Budget, Indirect Cost Budget, and Fringe Benefits Budget. Additionally, on May 5th the General Assembly adopted the FY 2016-17 General Fund Budget and Membership Assessment Schedule.

New compliance requirements outlined in the Code of Federal Regulations (2 CFR 200) require SCAG to monitor the activities of its sub-recipients to ensure that federal funds are used for authorized purposes. Staff has reviewed current financial reports for 28 agencies to assess the risk posed by the sub-recipient and issued management decisions of which 25 were low risk and 3 were high risk. Staff will continue monitoring its sub-recipients and providing technical assistance on program-related matters to ensure compliance with program requirements and achievement of performance goals.

On April 19, 2016, the FTA announced the grant awards for the Low and No-Emission Vehicle Deployment Program, known as Low-No. The main purpose of the program is to deploy the cleanest and most energy-

REPORT

efficient U.S.-made transit buses to help reduce emissions such as carbon dioxide and carbon monoxide. B&G staff submitted eight proposals for the program on behalf of various public transit operators in the region. With SCAG as the Lead Applicant and Direct Recipient, Foothill Transit and the Los Angeles County Transportation Metropolitan Authority (Metro) have been selected for funding. A total of \$5,585,000 will be awarded to the SCAG region, which is the largest amount awarded to the SCAG region for the second consecutive cycle in a row and over 25% of the total national funding amount (\$22.5M).

CONTRACTS:

In April 2016, the Contracts Department issued three (3) Requests for Proposal (RFP's); awarded two (2) contracts; issued seven (7) contract amendments; and processed 44 Purchase Orders to support ongoing business and enterprise operations.

Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of April 2016, over \$137,938 in budget savings was realized, thus bringing the current fiscal year cumulative budget savings total to approximately \$369,414.

ATTACHMENT:

April 2016 CFO Monthly Status Report



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

Office of the Chief Financial Officer

Monthly Status Report

APRIL 2016



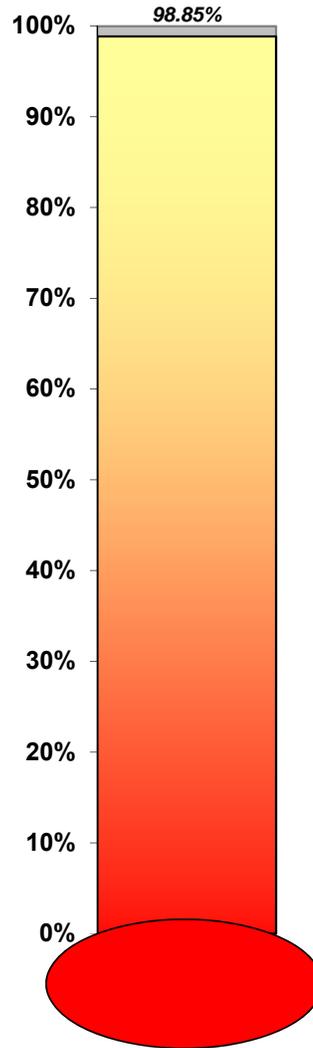
OVERVIEW

As of May 10, 2016, 195 cities and counties have renewed their membership while there are two cities in the SCAG region that are still being recruited for membership.

SUMMARY

| | |
|----------------------|------------------------------|
| FY16 Membership Dues | <u><u>\$1,923,000.00</u></u> |
| Total Collected | <u><u>\$1,900,950.00</u></u> |
| Percentage Collected | <u><u>98.85%</u></u> |

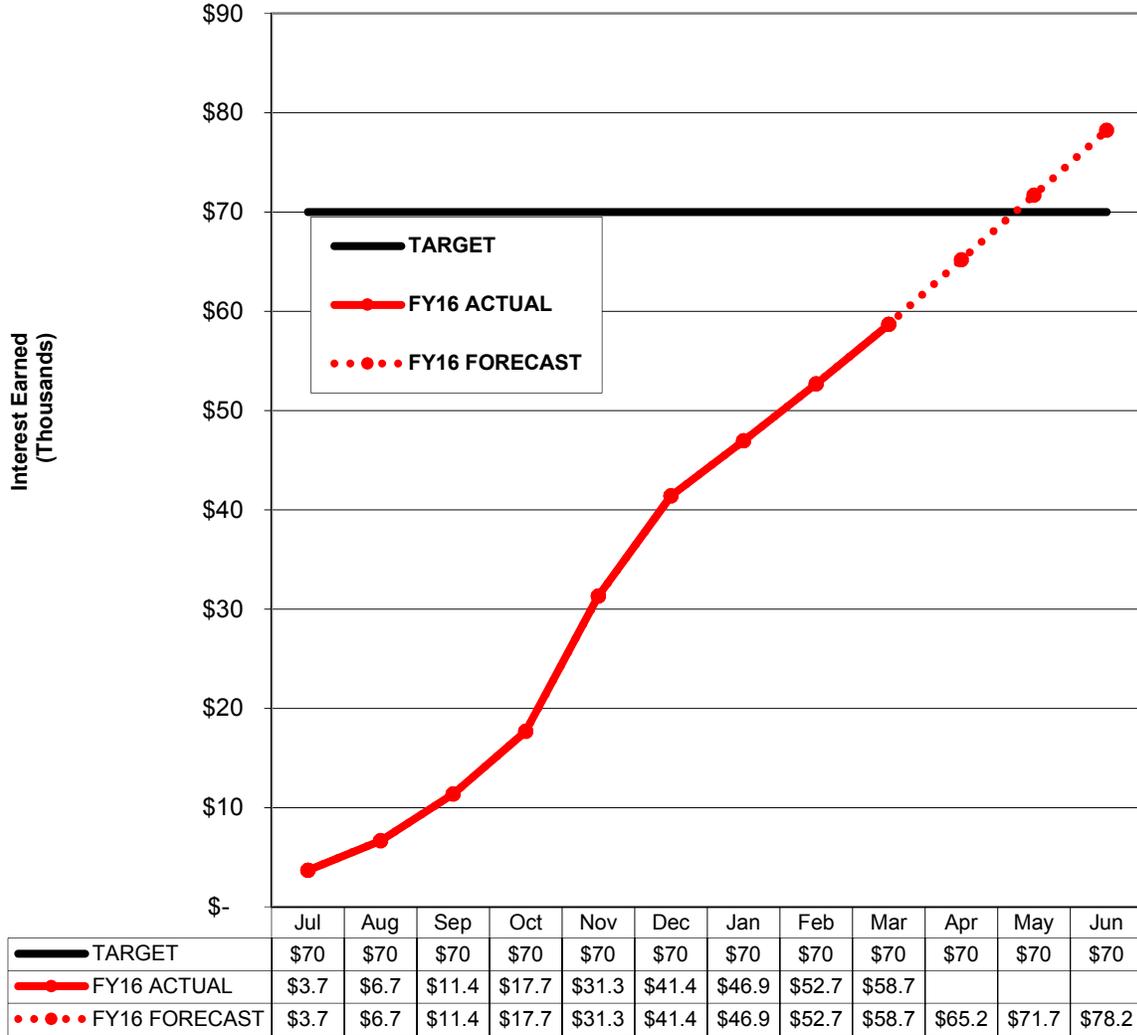
FY16 Membership Dues Collected



Office of the CFO
Interest Earnings Variance



INTEREST EARNINGS VARIANCE



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through March was \$58,667. The LA County Pool earned 0.87% in March.

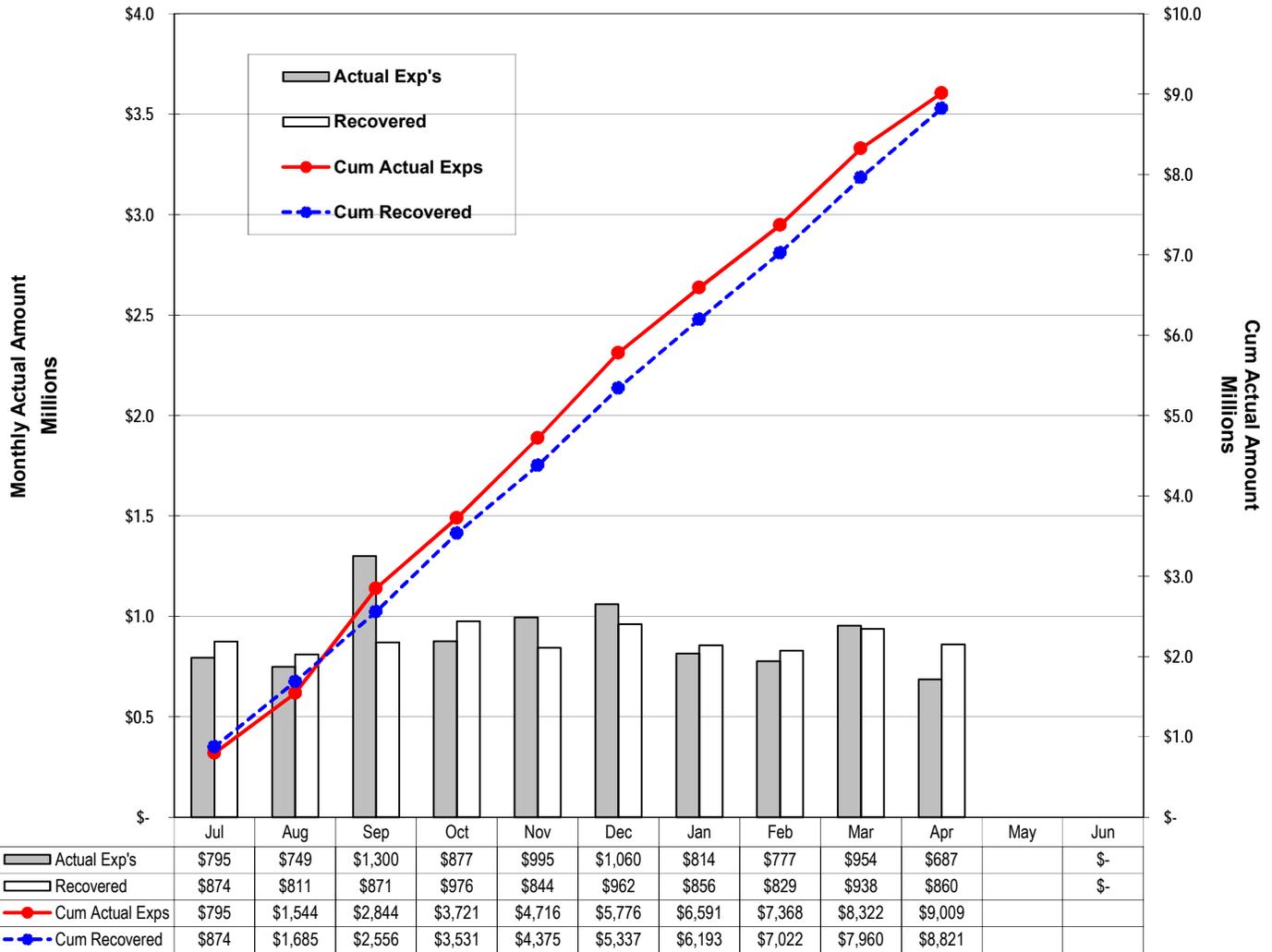
SUMMARY

The amount projected for FY16 is \$78,224, which is \$8,224 more than the revised target.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

FY16 INDIRECT COST & RECOVERY



OVERVIEW

A comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants.

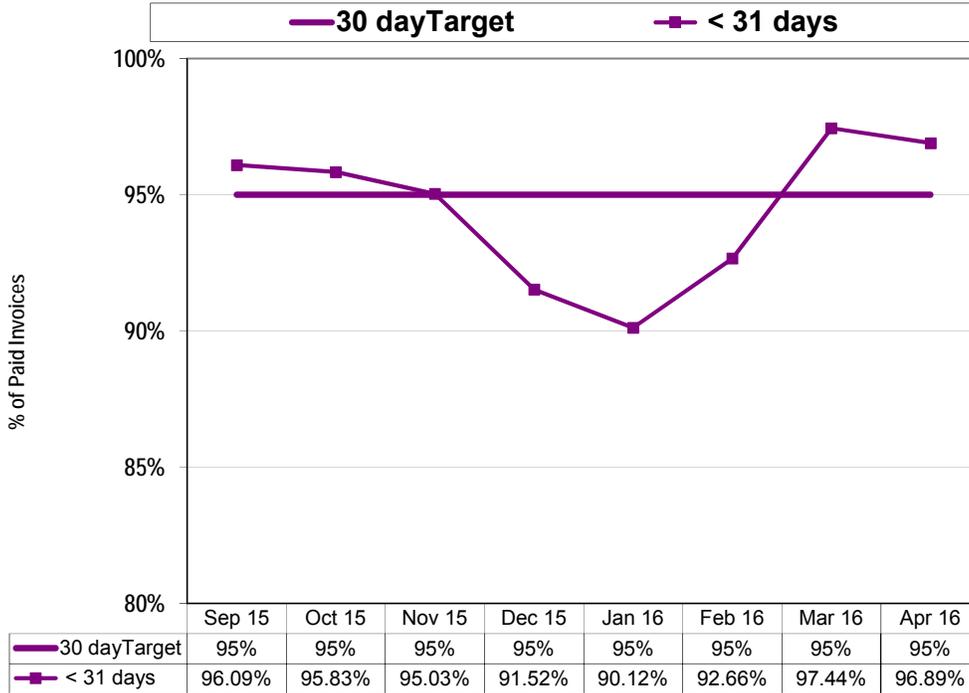
SUMMARY

Through April 2016, SCAG was under-recovered by \$188,091 due to lower than budgeted labor and fringe benefits charges and the recapture of prior over-recovery.

Office of the CFO
Invoice Aging



INVOICE AGING



OVERVIEW

The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was met.

SUMMARY

96.89% of April 2016's payments were made within 30 days of invoice receipt.

At month-end, 82 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

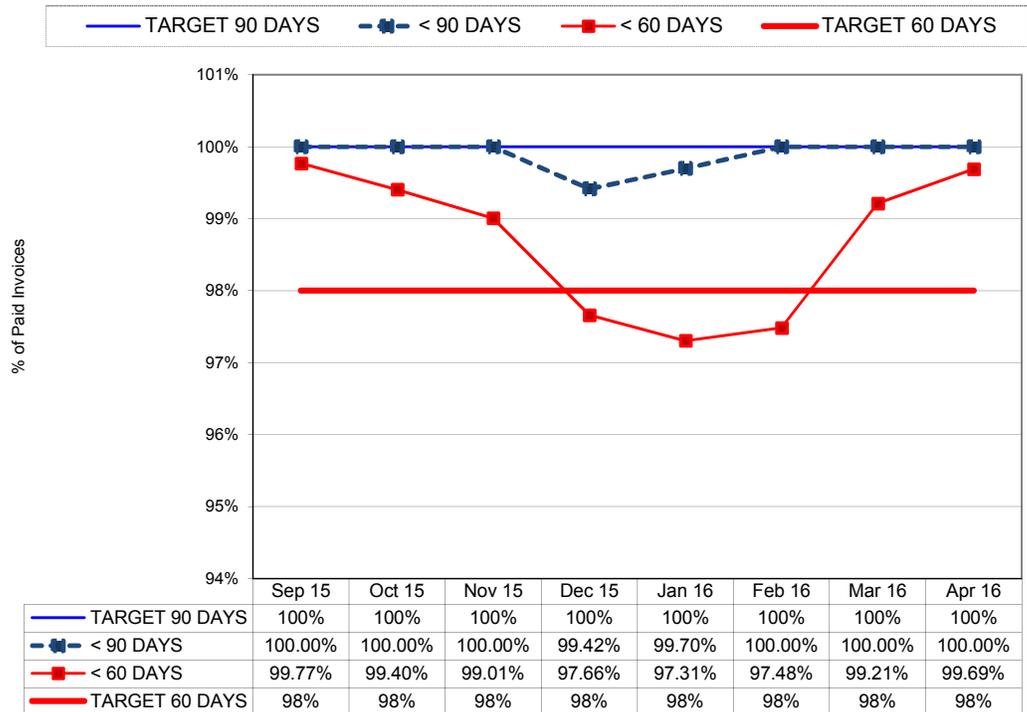
SUMMARY

These goals were met during this period.

99.69% of April 2016's payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 19; 60-90 days: 7; >90 days: 5.



INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

| | 3/31/2016 | 4/30/2016 | Incr (decr) to equity | COMMENTS | |
|----|--|----------------|-----------------------|--------------------------------|--|
| 1 | | | | | |
| 2 | Cash at Bank of the West | \$ 762,026 | \$ 2,601,590 | | |
| 3 | LA County Investment Pool | \$ 11,489,089 | \$ 10,668,630 | | |
| 4 | Cash & Investments | \$ 12,251,114 | \$ 13,270,220 | \$ 1,019,105 | \$1.1 million in AR was collected |
| 5 | | | | | |
| 6 | Accounts Receivable | \$ 6,645,004 | \$ 5,543,102 | \$ (1,101,902) | Received payment of \$1.1 million on ATP grant |
| 7 | | | | | |
| 8 | Fixed Assets - Net Book Value | \$ 571,047 | \$ 571,047 | \$ - | No change |
| 9 | | | | | |
| 10 | Total Assets | \$ 19,467,165 | \$ 19,384,369 | \$ (82,797) | |
| 11 | | | | | |
| 12 | Accounts Payable | \$ (54,493) | \$ (221,641) | \$ (167,148) | More invoice activity |
| 13 | | | | | |
| 14 | Employee-related Liabilities | \$ (548,699) | \$ (563,928) | \$ (15,229) | Immaterial change |
| 15 | | | | | |
| 16 | Other Current Liabilities | \$ (163,063) | \$ (329,756) | \$ (166,693) | IC over-recovery increased by \$173K in April |
| 17 | | | | | |
| 18 | Deferred Revenue | \$ (511,935) | \$ (511,935) | \$ - | No change |
| 19 | | | | | |
| 20 | Total Liabilities and Deferred Revenue | \$ (1,278,190) | \$ (1,627,260) | \$ (349,070) | |
| 21 | | | | | |
| 22 | Fund Balance | \$ 18,188,975 | \$ 17,757,108 | \$ (431,867) | |
| 23 | | | | | |
| 24 | | | | | |
| | WORKING CAPITAL | | | | |
| | | | | | |
| 25 | | 3/31/2016 | 4/30/2016 | Incr (decr) to working capital | |
| 26 | Cash | \$ 12,251,114 | \$ 13,270,220 | \$ 1,019,105 | |
| 27 | Accounts Receivable | \$ 6,645,004 | \$ 5,543,102 | \$ (1,101,902) | |
| 28 | Accounts Payable | \$ (54,493) | \$ (221,641) | \$ (167,148) | |
| 29 | Employee-related Liabilities | \$ (548,699) | \$ (563,928) | \$ (15,229) | |
| 30 | Working Capital | \$ 18,292,927 | \$ 18,027,753 | \$ (265,174) | |

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through April 30, 2016



COMPREHENSIVE BUDGET

| | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Spent |
|----|-------------------------------------|---------------------------|---------------------------|---------------------|--------------------|---------------------------|---------------------------|
| 1 | Staff & Allocated Fringe Benefits | 210,255 | 210,255 | 85,108 | | 125,147 | 40.5% |
| 2 | 51001 Allocated Indirect Costs | 149,738 | 149,738 | 60,589 | | 89,149 | 40.5% |
| 3 | 54300 SCAG Consultants | 568,383 | 495,383 | 213,269 | 145,830 | 136,284 | 43.1% |
| 4 | 54340 Legal costs | 100,000 | 100,000 | 77,765 | 5,745 | 16,490 | 77.8% |
| 6 | 55441 Payroll, bank fees | 15,000 | 15,000 | 4,765 | | 10,235 | 31.8% |
| 7 | 55510 Office Supplies | 20,000 | 35,000 | 21,790 | 0 | 13,210 | 62.3% |
| 8 | 55600 SCAG Memberships | 5,250 | 35,250 | 27,128 | 261 | 7,861 | 77.0% |
| 9 | 55610 Professional Membership | 13,700 | 13,700 | 9,873 | 2,532 | 1,296 | 72.1% |
| 10 | 55730 Capital Outlay | 542,106 | 542,106 | - | | 542,106 | 0.0% |
| 11 | 55830 Conference - Registration | 15,000 | 15,000 | 13,908 | | 1,092 | 92.7% |
| 12 | 55860 Scholarships | 32,000 | 32,000 | 30,000 | | 2,000 | 93.8% |
| 13 | 55910 RC/Committee Mtgs | - | 20,000 | 18,724 | 1,276 | 0 | 93.6% |
| 14 | 55914 RC General Assembly | 500,000 | 500,000 | 162,471 | 194,662 | 142,867 | 32.5% |
| 16 | 55915 Demographic Workshop | 13,000 | 13,000 | 6,275 | 0 | 6,725 | 48.3% |
| 17 | 55916 Economic Summit | 57,000 | 97,000 | 96,285 | 0 | 715 | 99.3% |
| 18 | 55917 Labor Summit | 13,500 | 13,500 | - | | 13,500 | 0.0% |
| 19 | 55920 Other Meeting Expense | 90,000 | 69,000 | 58,115 | 10,885 | 0 | 84.2% |
| 20 | 55930 Miscellaneous other | 89,000 | 64,500 | 14,391 | 1,442 | 48,666 | 22.3% |
| 21 | 55940 Stipend - RC Meetings | 230,000 | 230,000 | 182,440 | 0 | 47,560 | 79.3% |
| 22 | 56100 Printing | 10,000 | 10,100 | 237 | 101 | 9,761 | 2.3% |
| 23 | 58100 Travel - outside SCAG region | 50,000 | 43,500 | 37,703 | 0 | 5,797 | 86.7% |
| 24 | 58101 Travel - local | 26,000 | 29,000 | 27,135 | 0 | 1,865 | 93.6% |
| 25 | 58110 Mileage - local | 23,500 | 23,500 | 15,436 | 0 | 8,064 | 65.7% |
| 26 | 58150 Staff Lodging Expense | 3,000 | 6,900 | 6,483 | | 417 | 93.9% |
| 27 | 58800 RC Sponsorships | 112,750 | 125,750 | 125,443 | 0 | 307 | 99.8% |
| 28 | Total General Fund | 2,889,182 | 2,889,182 | 1,295,334 | 362,734 | 1,231,114 | 44.8% |
| 29 | | | | - | | | |
| 30 | Staff & Fringe Benefits | 15,287,307 | 15,287,362 | 12,305,350 | | 2,982,012 | 80.5% |
| 31 | 51001 Allocated Indirect Costs | 10,887,267 | 10,887,311 | 8,760,179 | | 2,127,132 | 80.5% |
| 32 | 54300 SCAG Consultants | 16,316,856 | 21,098,275 | 6,452,733 | 13,107,761 | 1,537,781 | 30.6% |
| 33 | 54301 Consultants - Other | 70,000 | 187,045 | - | 12,941 | 174,105 | 0.0% |
| 34 | 54350 Professional Services | 207,200 | 219,200 | 219,137 | 0 | 63 | 100.0% |
| 35 | 54360 Pass-through Payments | - | 31,557,188 | 4,005,015 | | 27,552,173 | 12.7% |
| 36 | 55210 Software Support | 176,566 | 333,816 | 333,780 | 0 | 36 | 100.0% |
| 37 | 55280 Third Party Contribution | 3,710,826 | 3,494,901 | 2,361,221 | | 1,133,680 | 67.6% |
| 38 | 55620 Resource Materials - subscrib | 832,000 | 476,955 | 47,826 | 126,882 | 302,248 | 10.0% |
| 39 | 55810 Public Notices | 50,000 | 80,000 | 52,507 | 4,367 | 23,126 | 65.6% |
| 40 | 55830 Conference - Registration | 10,000 | 10,000 | 625 | | 9,375 | 6.3% |
| 41 | 55920 Other Meeting Expense | 26,000 | 26,000 | 318 | 90 | 25,592 | 1.2% |
| 42 | 55930 Miscellaneous - other | 194,880 | 574,210 | 14,745 | 250 | 559,215 | 2.6% |
| 43 | 55950 Temp Help | 110,248 | 275,248 | 101,540 | 9,679 | 164,029 | 36.9% |
| 44 | 56100 Printing | 61,000 | 56,000 | 1,754 | 20,865 | 33,380 | 3.1% |
| 45 | 58100 Travel | 288,100 | 290,600 | 109,768 | 0 | 180,832 | 37.8% |
| 46 | Total OWP | 48,228,250 | 84,854,111 | 34,766,498 | 13,282,834 | 36,804,779 | 41.0% |
| 47 | | | | - | | | |
| 48 | Comprehensive Budget | 51,117,432 | 87,743,293 | 36,061,832 | 13,645,569 | 38,035,893 | 41.1% |

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through April 30, 2016

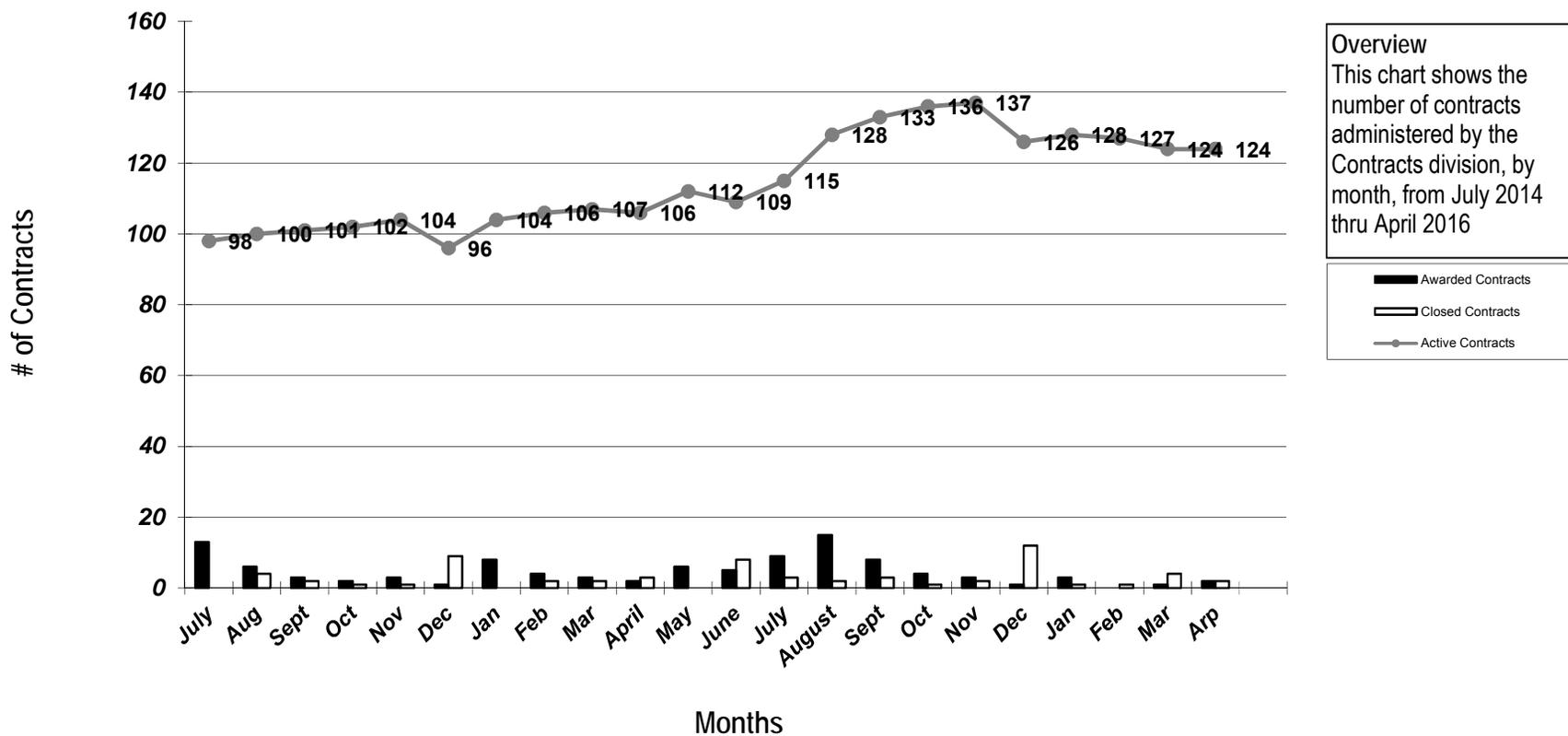


INDIRECT COST EXPENDITURES

| | | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Spent |
|----|-------|----------------------------------|---------------------------|---------------------------|---------------------|--------------------|-----------------------|---------------------------|
| 1 | 50010 | Regular Staff | 3,627,908 | 3,619,408 | 3,011,508 | | 607,900 | 83.2% |
| 2 | 50013 | Regular OT | - | 1,500 | 1,489 | | 11 | 99.3% |
| 3 | 50014 | Interns, Temps, Annuit | 81,000 | 113,157 | 19,222 | | 93,935 | 17.0% |
| 5 | 51000 | Allocated Fringe Benefits | 2,672,978 | 2,667,821 | 2,191,981 | | 475,840 | 82.2% |
| 6 | 54300 | SCAG Consultants | 134,000 | 141,000 | 120,677 | 20,323 | 0 | 85.6% |
| 7 | 54301 | Consultants - Other | 1,299,359 | 1,325,359 | 762,443 | 302,356 | 260,561 | 57.5% |
| 8 | 54340 | Legal | 335,000 | 300,000 | 162,208 | 98,832 | 38,960 | 54.1% |
| 10 | 55210 | Software Support | 460,461 | 447,961 | 242,021 | 49,390 | 156,550 | 54.0% |
| 11 | 55220 | Hardware Supp | 79,777 | 87,777 | 87,587 | 0 | 190 | 99.8% |
| 12 | 55240 | Repair & Maint Non-IT | 30,000 | 29,323 | 27,679 | 1,644 | 0 | 94.4% |
| 14 | 55400 | Office Rent 818 Offices | 1,582,877 | 1,556,377 | 1,335,376 | 221,001 | 0 | 85.8% |
| 15 | 55410 | Office Rent Satellite | 171,490 | 151,490 | 140,568 | 10,921 | 0 | 92.8% |
| 16 | 55420 | Equip Leases | 126,186 | 107,186 | 67,025 | 29,172 | 10,989 | 62.5% |
| 17 | 55430 | Equip Repairs & Maint | 13,323 | 40,000 | 39,669 | 0 | 331 | 99.2% |
| 18 | 55435 | Security Services | - | 46,500 | 28,644 | 17,857 | 0 | 61.6% |
| 19 | 55440 | Insurance | 144,683 | 144,683 | 123,555 | | 21,128 | 85.4% |
| 20 | 55441 | Payroll / Bank Fees | 10,000 | 15,000 | 11,481 | | 3,519 | 76.5% |
| 21 | 55445 | Taxes | - | 4,000 | 3,874 | 0 | 126 | 96.9% |
| 22 | 55460 | Mater & Equip < \$5,000 | 49,500 | 37,500 | 23,103 | 13,689 | 708 | 61.6% |
| 23 | 55510 | Office Supplies | 80,000 | 75,000 | 54,089 | 20,911 | 0 | 72.1% |
| 24 | 55520 | Graphic Supplies | 2,000 | 3,000 | 2,690 | | 310 | 89.7% |
| 25 | 55530 | Telephone | 175,000 | 175,000 | 126,397 | 30,175 | 18,428 | 72.2% |
| 26 | 55540 | Postage | 10,000 | 20,000 | 20,000 | | 0 | 100.0% |
| 27 | 55550 | Delivery Services | 5,000 | 4,500 | 4,185 | 315 | 0 | 93.0% |
| 28 | 55600 | SCAG Memberships | 182,151 | 172,151 | 153,088 | 605 | 18,457 | 88.9% |
| 30 | 55620 | Res Mats/Subscrip | 45,727 | 64,727 | 55,511 | 3,068 | 6,148 | 85.8% |
| 31 | 55700 | Deprec - Furn & Fixt | 45,000 | 45,000 | 30,349 | | 14,651 | 67.4% |
| 32 | 55710 | Deprec - Computer Equipment | 75,000 | 75,000 | 15,294 | | 59,706 | 20.4% |
| 33 | 55715 | Amortiz - Software | 108,791 | 108,791 | - | | 108,791 | 0.0% |
| 34 | 55720 | Amortiz - Leasehold Improvements | 10,000 | 10,000 | 5,490 | | 4,510 | 54.9% |
| 35 | 55800 | Recruitment Notices | 15,000 | 15,000 | 1,374 | 13,626 | 0 | 9.2% |
| 36 | 55801 | Recruitment - other | 25,000 | 25,000 | 13,911 | 11,089 | 0 | 55.6% |
| 37 | 55810 | Public Notices | 5,000 | 5,000 | 800 | | 4,200 | 16.0% |
| 38 | 55820 | Training | 81,500 | 81,500 | 47,390 | 24,943 | 9,168 | 58.1% |
| 39 | 55830 | Conference/workshops | 16,850 | 16,850 | 3,640 | | 13,210 | 21.6% |
| 40 | 55920 | Other Mtg Exp | 5,200 | 3,700 | 25 | | 3,675 | 0.7% |
| 41 | 55930 | Miscellaneous - other | 8,000 | 11,500 | 8,669 | 454 | 2,377 | 75.4% |
| 42 | 55950 | Temp Help | 38,500 | 28,500 | 16,139 | 12,361 | 0 | 56.6% |
| 43 | 56100 | Printing | 21,000 | 21,000 | 857 | 3,135 | 17,009 | 4.1% |
| 44 | 58100 | Travel - Outside | 96,800 | 80,800 | 24,229 | | 56,571 | 30.0% |
| 45 | 58101 | Travel - Local | 11,450 | 12,450 | 10,221 | | 2,229 | 82.1% |
| 46 | 58110 | Mileage - Local | 45,725 | 31,225 | 8,809 | | 22,416 | 28.2% |
| 49 | 58200 | Travel - Reg Fees | - | 6,500 | 5,592 | | 909 | 86.0% |
| 50 | 58450 | Fleet Vehicle | 2,000 | 1,000 | - | | 1,000 | 0.0% |
| 51 | | Total Indirect Cost | 11,929,236 | 11,929,236 | 9,008,858 | 885,868 | 2,034,510 | 75.5% |

0

SCAG Contracts (Year to Date)



Summary

The chart shows that the Contracts Department is managing 124 active consultant contracts. Sixty-six of these are Cost Plus Fixed Fee contracts, 21 are fixed price contracts, and the remaining 37 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately five (5) contracts for the remainder of FY 2015-16. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

| GROUPS | Authorized Positions | Filled Positions | Vacant Positions |
|-----------------------------------|-----------------------------|-------------------------|-------------------------|
| Executive | 3 | 2 | 1 |
| Legal | 3 | 2 | 1 |
| Strategy, Policy & Public Affairs | 21 | 18 | 3 |
| Administration | 44 | 41 | 3 |
| Planning & Programs | 69 | 63 | 6 |
| Total | 140 | 126 | 14 |

OTHER POSITIONS

| GROUPS | Limited Term Positions | Temp Positions | Agency Temps |
|-----------------------------------|-------------------------------|-----------------------|---------------------|
| Executive | 0 | 0 | 0 |
| Legal | 0 | 0 | 0 |
| Strategy, Policy & Public Affairs | 4 | 1 | 0 |
| Administration | 3 | 3 | 0 |
| Planning & Programs | 3 | 18 | 0 |
| Total | 10 | 22 | 0 |